



Field Technician – Communications Department

Posting Date: November 17, 2023

Indianola Municipal Utilities is accepting applications for the position of Field Technician in the Fiber Department. This position's responsibilities include, but aren't limited to: Install fiber and communications equipment in the home, business and field; Responds to and investigates customer complaints and trouble-shoots reported service problems in the field, at businesses and at residences; Proper operation of aerial devices, underground equipment and tools including fiber splicing; Locate underground facilities for contractors and others; Review and analyze construction and installation work done by contractors; Troubleshoot and test the performance of equipment and fiber routes; Participate in the rotating "on-call" duty supporting the communications system.

Minimum qualifications include high school graduation or equivalent, ability to physically attend the workplace on a regular basis, ability to use electronic devices, such as laptops, pc's, phones, etc., honesty in the workplace, providing true, accurate, and complete information. Desired, but not required, background includes prior experience installing fiber or cable in a residential environment, knowledge of the operation and maintenance of communications systems, ability to read and interpret basic engineering plans and specifications.

IMU starting salary is \$51,997 and an excellent benefits package is included. Employment is contingent upon successful completion of a post-offer physical, physical capacity test, drug and alcohol screening and background check. To apply, please submit 1) your letter of interest, 2) your resume with salary history and 3) application with three professional references to:

Chris Longer
IMU Finance & HR Director
210 West 2nd Avenue
Indianola, Iowa 50125
clonger@indianolaiowa.gov

Applications are being accepted until the position is filled.

Indianola Municipal Utilities is an Affirmative Action and Equal Opportunity Employer providing opportunities to people regardless of membership in any protected class. IMU is committed to-upon request-providing access, equal opportunity, and reasonable accommodation for individuals with disabilities. If you need any accommodations during the selection process because of a disability, please notify the Human Resources department at 515-962-5302 and we will provide appropriate accommodations.



JOB DESCRIPTION

POSITION:	FIELD TECHNICIAN	CIVIL SERVICE:	NO
DEPARTMENT:	COMMUNICATIONS	FLSA STATUS:	NON-EXEMPT
REPORTS TO:	COMMUNICATIONS SUPERINTENDENT	PAY GRADE:	R 19

SUMMARY:

Under general direction performs technical field and office work. Work requires coordination and implementation of assigned and special projects and semi-independent judgment.

SUPERVISES:

N/A

EQUIPMENT USED:

Vehicles, standard office equipment and other powered equipment to perform a variety of job requirements.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

The following duties are normal for this position. These are not to be construed as exclusive or all inclusive. Other duties may be required and assigned.

- Install fiber and communications equipment in the home, business and field.
- Works with the Lead Field Technician and Communications Superintendent to coordinate and schedule projects with customers and contractors.
- Responds to and investigates customer complaints and trouble-shoots reported service problems in the field, at businesses and at residences.
- Proper operation of aerial devices, underground equipment and tools including fiber splicing.
- Locate underground facilities for contractors and others.
- Proper maintenance of Communications Department vehicles, equipment, tools and premises.
- Review and analyze construction and installation work done by contractors.
- Troubleshoot and test the performance of equipment and fiber routes.
- Assists and recommends purchase of materials and supplies to maintain proper inventories.
- Participate in the rotating "on-call" duty supporting the communications system.
- Follow OSHA procedures to ensure safety policies and procedures are enforced for the protection of the crews, co-workers and public.

MINIMUM QUALIFICATIONS:

- High school graduation or equivalent.
- Ability to physically attend the workplace on a regular basis.
- Ability to use electronic devices, such as laptops, pc's, phones, etc.
- Honesty in the workplace, providing true, accurate, and complete information.
- Subject to a post-offer physical, physical capacity test, drug/alcohol screening and background check.

DESIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Prior experience installing fiber or cable in a residential environment.
 - Ability to read and interpret basic engineering plans and specifications.
 - Knowledge of the operation and maintenance of communications systems.
 - Knowledge of the occupational hazards connected with all operations of the organization.
 - Ability to plan, establish, and adjust working procedures and methods.
 - Honesty in the workplace, providing true, accurate, and complete information.
 - Creative problem solving to resolve day-to-day issues.
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REQUIRED PHYSICAL ACTIVITIES:

- Ability and dexterity to use the tools and equipment of communications work in a safe and efficient manner.
 - Ability to climb in and out of trenches and to lift up to 100 pounds.
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PHYSICAL REQUIREMENTS:

- Driving, climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, finger dexterity, grasping, felling, hearing, and repetitive motions.
 - Sitting approximately 5 percent of the time.
 - Sitting and using arm/leg controls 25 percent of the time.
 - Standing (but not walking) 15 percent of the time.
 - Standing and walking 55 percent of the time.
 - Frequently lifting objects up to 10 pounds.
 - Routinely lifting objects up to 50 pounds.
 - Occasionally lifting objects over 50 pounds.
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ENVIRONMENTAL CONDITIONS:

The work is performed inside and/or outside and includes being exposed to extreme heat/cold, noise, vibration, mechanical hazards, chemical hazards, oils, confined spaces, and darkness or poor lighting conditions, and isolation. Ability to perform work in severe and adverse weather conditions for extended periods of time.

VISION REQUIREMENTS:

The minimum standard for use with those whose work deals largely with reading, visual inspection involving small defects, small parts, operation of machines (including inspection).

EQUAL OPPORTUNITY EMPLOYER:

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Indianola Municipal Utilities reserves the right to change this job description at any time.

EMPLOYEE ACKNOWLEDGEMENT:

I acknowledge receiving a copy of my job description. I understand the requirements, essential functions and duties of my position. I understand that should I have any questions regarding my position, I should ask my supervisor or human resources.

Print Name

Signature

Date