

County of Santa Cruz

INVITES YOU TO APPLY FOR:



COMMUNICATIONS TECHNICIAN I

Open and Promotional
Job # 25-MY3-01

Salary: \$5,583 – 7,060 / Month

Closing Date: Friday, April 4, 2025

County Equity Statement

Equity in action in Santa Cruz County is a transformative process that embraces individuals of every status, providing unwavering support, dignity, and compassion.

Through this commitment, the County ensures intentional opportunities and access, fostering an environment where everyone can thrive and belong.

THE JOB: Under close supervision, diagnose, analyze, repair, maintain, adjust for optimum performance and install two-way radio communications systems and related electronic equipment; and perform other work as required. Communications Technician I is the trainee level in the series. Incumbents independently perform the more routine maintenance and repair work. Initially, incumbents work under close supervision and receive on-the-job training in diagnosing problems and performing repairs on communications systems and equipment. **The list established will be used to fill the current vacancy and it may also be used to fill other vacancies during the life of the eligible list.**

The option for remote work may be available based on the type of work and operational needs, upon successful completion of probation.

THE REQUIREMENTS: Any combination of training and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain these knowledge and abilities would be:

One year of experience installing, maintaining or repairing two-way radio, microwave or electronic equipment. Technical school or college level courses in electronics or radio theory may be substituted for



up to six months of the required experience, on the basis of three semester units for two months of experience.

Special Requirements, Conditions: License, Certificate Requirements: Possession of a valid California class C driver license. Must obtain a FCC General Radio Telephone Operator's License or a Technician Certificate issued by a Federal Communications Commission approved certification organization within one year of appointment. **Special Working Conditions:** Exposure to variable temperatures and weather conditions; heights, such as radio communication towers; high levels of noise; unpleasant odors; electrical hazards; silica dust; and non-ionizing radiation; and, the possibility of experiencing burns, bodily injury and contact with toxic substances or chemical irritants. **Other Special Requirements:** Availability to work evenings, weekends, and holidays on an emergency, as-needed basis.

Knowledge: Working knowledge of electrical and electronic theory and principles. Some knowledge of the tools, methods and equipment used in the routine installation, maintenance and repair of two-way radio and related electronic equipment; the operational principles of radio and electronic communications equipment; automotive electrical and ignition systems; and safety practices to be observed when repairing electrical and electronic equipment

Ability to: Install, test and service fixed and mobile radio equipment; test, diagnose problems, adjust and make repairs to a variety of less complex radio and other communication equipment such as mobile and base transmitters and receivers, public address systems, antennas, pagers and tape recorders; install, test, adjust, modify, repair and maintain a variety of complex communication systems and equipment, such as fixed and mobile radio systems, microwave systems, comparator systems, radio paging systems, dispatch consoles, portable transmitters, sirens and similar equipment; diagnose complex system and equipment problems; read and interpret complex schematics, diagrams, instruction manuals and written instructions; keep accurate records of work performed; work cooperatively, as part of a team, on assigned projects; follow oral and written directions; establish and maintain cooperative relationships with others; learn to operate a computer terminal to input, access and analyze data; lift items weighing up to 74 pounds, such as when assisting a co-worker to lift a 148-pound battery; perform tasks requiring strength, such as ascending and descending 100-foot communication towers and carrying equipment, such as a mobile service monitor, to remote work sites; drive vehicles, such as cars, vans and emergency vehicles, including patrol cars and ambulances; drive fire trucks within the parking lot in order to test mobile communications systems and related equipment; operate hand and small power tools; distinguish colors, such as color-coded electrical wires; perform repair work on micro parts; assess the condition of tower mounted equipment from ground level; and hear and distinguish various sounds, such as voices of co-workers in noisy environments and sounds of operating equipment.

THE EXAMINATION: Your application and supplemental questionnaire will be reviewed to determine if you have met the education, experience, training and/or licensing requirements as stated on the job announcement. If you meet these criteria and are one of the best qualified, you may be required to compete in any combination of written, oral and/or performance examinations or a competitive evaluation of training and experience as described on your application and supplemental questionnaire. You must pass all components of the examination to be placed on the eligible list. The examination may be eliminated if there are ten or fewer qualified applicants. If the eligible list is established without the administration of the announced examination, the life of the eligible list will be six months and your overall score will be based upon an evaluation of your application and supplemental questionnaire. If during those six months it is necessary to administer another examination for this job class, you will be invited to take the examination to remain on the eligible list.

HOW TO APPLY: Apply online at www.santacruzcountyjobs.com or mail/bring an application and supplemental questionnaire to: Santa Cruz County Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060. For information, call (831) 454-2600. Hearing Impaired TDD/TTY: 711. Applications will meet the final filing date if received: 1) in the Personnel Department by 5:00 p.m. on the final filing date, 2) submitted online before midnight of the final filing date.

Women, people of color and people with disabilities are encouraged to apply. If you have a disability that requires test accommodation, please call (831) 454-2600.

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

Some positions may require fingerprinting and/or background investigation.

COMMUNICATIONS TECHNICIAN I - SUPPLEMENTAL QUESTIONNAIRE

The supplemental questions are designed specifically for this recruitment. Applications received without the required supplemental information will be screened out of the selection process. Employment experiences referred to in your response must also be included in the Employment History section of the application.

Please answer the question(s) below as completely and thoroughly as possible, as your answer(s) may be used to assess your qualifications for movement to the next step in the recruitment process.

1. Describe your training and experience in supporting and maintaining Radio Communications Systems, including your use of various test equipment in this field.
2. Please list any technical or college-level courses you have completed in electronics or radio theory, including the course name and the number of semester units received.

EMPLOYEE BENEFITS:

ANNUAL LEAVE – 22 days first year, increasing to 37 days after 15 years of service. Available for vacation and/or sick leave.

HOLIDAYS – 14 paid holidays per year.

BEREAVEMENT LEAVE – 3 days paid in California, 5 days paid out-of-state.

MEDICAL PLAN – The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and eligible dependents.

DENTAL PLAN – County pays for employee and eligible dependent coverage.

VISION PLAN – County pays for employee coverage. Employee may purchase eligible dependent coverage.

RETIREMENT – Pension formula 2% at age 60 or 2% at age 62 as determined based on provisions of the CA Public Employees' Pension Reform Act of 2013 (PEPRA). Pension benefit determined by final average compensation of three years. County participates in Social Security.

LIFE INSURANCE – County paid \$20,000 term policy. Employee may purchase additional life insurance.

DISABILITY INSURANCE – Employees in the General Representation Unit participate in the State Disability Insurance (SDI) program. This program is funded 100% by employee payroll deductions.

DEPENDENT-CARE PLAN – Employees who make contributions for child or dependent care may elect to have their contributions made utilizing "pre-tax dollars."

H-CARE PLAN – Employees who pay a County medical premium may elect this pre-tax program.

HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFSA) – Employees may elect this pre-tax program to cover qualifying health care expenses.

DEFERRED COMPENSATION – A deferred compensation plan is available to employees.

Note: Provisions of this bulletin do not constitute an expressed or implied contract.

County of Santa Cruz

www.santacruzcountyjobs.com

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