

CLASS SPECIFICATION FOR
Radio Repair Technician II

GENERAL STATEMENT OF DUTIES: Services and repairs a variety of fixed and mobile communication equipment; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Maintains and repairs fixed and mobile communication equipment, such as digital logic, microprocessor equipment and integrated circuits. Service and maintenance is provided for equipment used in the computer-aided dispatch system and for fixed, mobile, and portable radios utilized by Public Safety and General Government employees. Work is performed under the general supervision of the Radio Repair Technician III and the Communications Maintenance Supervisor.

EXAMPLES OF WORK (illustrative only):

- Repairs and maintains portable and mobile radio communication devices ;
- Troubleshoots and repairs emergency equipment such as custom switchboxes, lightbars, vehicle radio chargers, and vehicle camera systems as needed ;
- Programs radio equipment as necessary ;
- Assist Network analyst and system managers with fixed network equipment repairs, installations, and upgrades ;
- Troubleshoots, repairs, and calibrates Police radar units, antenna and tuning forks ;
- Performs maintenance on public safety equipment such as sirens as directed by supervisor;
- Maintain inventory ;
- Performs related work as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Considerable knowledge of the maintenance and repair of complex communication and related equipment; skill in diagnosing and repairing radio and related equipment; knowledge of digital logic and microprocessor equipment and integrated circuit repair; ability to operate radio test equipment; ability to maintain and repair fixed portable and mobile radio equipment; ability to install radio and related equipment; ability to keep records and make reports.

MINIMUM EDUCATION AND EXPERIENCE: Graduation from high school or trade school, or possession of G.E.D., and four (4) years of radio repair experience; OR, any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

ADDITIONAL REQUIREMENTS: Possession of a valid driver's license issued by the State of Virginia. May require a pre-employment physical examination and/or medical tests administered by Henrico County Employee Health Services, the components of which are based on and appropriate to the specific sensory and/or physical demands of the given position.