

CLASS SPECIFICATION FOR  
**Radio Repair Technician III**

**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 communications equipment, such as digital logic, microprocessor equipment and integrated circuits. Performs advanced service and maintenance on equipment used in the computer-aided dispatch system and for fixed, mobile, and portable communication devices utilized by Public Safety and General Government employees. Work is performed under the general supervision of the Communications Maintenance Supervisor.

**EXAMPLES OF WORK** (illustrative only):

- Maintains console workstations and central bank equipment;
- Programs fixed network equipment including but not limited to, base stations, asrotacs, and CEB cards;
- Performs quick service repairs for walk-in customers as they wait; ;
- Repairs communications equipment as directed and required ;
- Assists network analyst and system managers with special projects as requested by Supervisor to improve/enhance system functions; ;
- Maintains prime site and remote tower fixed network communications equipment such as, but not limited to, channel bank equipment, audio switch, site controllers, ATIA/CAD interface, and Moscad Alarm and control systems;
- 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; considerable 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 communication 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 six (6 ) 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.