



JOB OPENING NOTICE:

Job Title:

Installation and Maintenance Fiber Technician

Open Dates: 8/3/22 – 8/17/22

If you are interested in applying for this position, please turn in your resume to

Daniel Pittman.

Contact info:

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**TALLAHATCHIE VALLEY ELECTRIC POWER ASSOCIATION
JOB DESCRIPTION**

Title:	Installation and Maintenance (I&M) Fiber Technician	Reviewed:	August 2022
Job Code:	57-2421	Exempt Status:	Exempt
EEO-1		Reports To:	Director of IT
EEO-1 Class		Supervises:	

JOB PURPOSE

Actively engaged as an employee advocate and fully committed to supporting our strategic vision to be and become known as the BEST in our industry(s) through integrity; putting our customers at the center of everything we do; a relentless passion to be the best; being competitive, bold, innovative. and adding value; an ownership mentality, behavior, and accountability; an unyielding commitment to quality; respect for our internal and external customers; continuous improvement; being resourceful, productive, and efficient; and maximum dedication and effort with high energy, enthusiasm, and urgency.

DUTIES AND RESPONSIBILITIES

Primary Functions

- Provide network and system support including installation, configuration, deployment and maintenance of server hardware and associated networking equipment, with the objective of implementing overall network and system enhancements
- Install and support LANs, WLANs, WANs, network segments, Internet, and intranet systems
- Monitor networks to ensure security and availability
- Maintain integrity of the network, server deployment, and security
- Maintain servers such as DNS, DHCP, file servers, Domain Controllers.
- Perform backup and recovery management, with the objective of verifying and enhancing Standard Operating Procedures
- Support and administer third-party applications
- Configures and maintains Microsoft Active Directory and Office 365
- Primary On-site support for Microsoft 365 and Exchange Online issues
- Experience with supporting anti-spam filtering, logging and email tracking and transport rules
- Assist and/or support IT technicians, with the objective of identifying persistent issues requiring network or system enhancements

Qualifications

- **Education and Accreditation(s):** High school diploma or equivalent required.
- **Experience:** Experience with IPTV, Cable TV, Fiber splicing, wireline phone, or general construction (preferably telecom) required
- **Knowledge:** Basic employee safety and general understanding of electrical work.

- **Abilities/Skills:** Must possess a high degree of interpersonal skills. Must possess and demonstrate excellent written and verbal skills, with the ability to communicate construction scenarios clearly to other team members or outside parties. Must obtain certification in climbing poles within communication space.
- **Driving:** Must possess a valid Mississippi Class A commercial driver's license. Must maintain an acceptable driving record.
- **Physical Demands:** Must be physically fit, able to lift 60+ lbs, bend/crouch regularly, extensive walking, etc. Must be able to work outside in all-weather environments and terrain on a regular basis. Must be able to sit for long periods of time and use computer keyboard and/or mouse, while viewing computer screen. Must be able to work on a ladder for an extended period. Must have good hand eye coordination.
- **Work Environment:** The position often involves irregular and long hours including nights, weekends, and holidays. On call rotation is required and must be available during emergency conditions.

Functions performed by all TVEPA Employees

Keeps informed and complies with all TVEPA policies, procedures, and rules. Participates in Job Safety and Training. Complies with all TVEPA safety rules and regulations. Exercises reasonable care in the use and security of all TVEPA assets. Makes every effort to serve all members courteously and efficiently, to respond to their inquiries, satisfy their complaints and if unable to do so, refer them to the proper persons. Always makes every effort to do all possible to develop members' support. Keeps supervisor informed of all activities and advising of unusual situations or problems that arise. Cooperates with all employees in maintaining good relationships and high morale, exchanges ideas, information, and job experiences.

EXTERNAL RELATIONSHIPS:

Maintain good relationships in all contacts with the public. Establishes effective working relationships, provides information, assistance, coordination, advice, and other positive communication that best represent the business needs of the Association with the following:

- **Members-Consumers:** Responds to inquiries, provides advice and assistance, and promotes Association programs, policies, plans and service.
- **General Public and Community:** Maintains good relationships in all contacts with the public and community. Presents a friendly, positive, and professional image for the Association.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all duties and responsibilities of personnel so classified.

After an offer of employment has been made the Association requires a physical which will include both alcohol and drug testing.