



Network Services Assistant – Seasonal

Position Title: Network Services Assistant	Department: Operations
Reports To: CEO/GM	FLSA Status: Non-Exempt

General Summary

Network Services Assistant will support the DRN departments with installations. This is a technical position responsible for the installation, removal and modification of telecommunications/data equipment in conformance with DRN specifications. The position does not entail the software provisioning of the equipment. Work environments for the Facility Installers includes; central offices, cell sites, outside plant and customer premises. Regular work hours are Monday through Friday 8 am to 5 pm. Night and weekend work may be required as the business need dictates.

Essential Job Functions

- Responsible for locating of existing facilities
- Responsible for collecting GPS data
- Installation, removal and modification of telecommunications/data equipment including but not limited to:
 - Cable racking
 - Iron work
 - Equipment frames
 - Copper/Fiber Optic/RF transport equipment
 - CATV head end equipment
 - Power distribution equipment
 - Data switching/routing components
 - Servers
 - Cameras
 - Cabling of all types
- Must successfully meet or exceed department goals

Knowledge, Skills, and Abilities

- Demonstrate ability to maintain quality standards and control expenses
- Must work well independently with ability to interface at all levels within the organization
- Demonstrate ability to communicate well with a positive & friendly manner both orally and in writing
- Demonstrate desire to learn new skills as technologies change

- Must demonstrate excellent time management skills for purpose of facilitating multiple tasks simultaneously
- Regular, reliable, consistent and punctual attendance is required
- Ability to maintain a valid driver's license
- Perform all other duties as assigned

Education and Experience

- Must have a High School diploma or equivalent
- Must have a valid driver's license

Physical Requirements

PHYSICAL REQUIREMENTS	0-24%	25-49%	50-74%	75-100%
Seeing: Must be able to read computer screen and various reports.				X
Hearing: Must be able to hear well enough to communicate with employees and industry contacts.				X
Standing/Walking:				X
Climbing/Stooping/Kneeling:				X
Lifting/Pulling/Pushing:				X
Fingering/Grasping/Feeling: Must be able to write, type, and use phone system.				X

Working Conditions

This factor measures the surroundings or physical conditions under which a job must be done and the extent to which those conditions make the job disagreeable. Consider the presence and relative amount of exposure to dust, dirt, heat, fumes, contaminants, cold, noise, vibration, wetness, etc.

Somewhat disagreeable working conditions. Exposed to any number of elements and with one continuously present to the extent of being objectionable, or with several elements present to the extent of being objectionable, but usually not more than one at a time.

Note: The statements herein are intended to describe the general nature and level of work being performed by employees and are not to be construed as an exhaustive list of responsibilities, duties and skills required of personnel so classified. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer.