Iowa Department of Administrative Services – Human Resources Enterprise
Classification Series Guidelines

Communications Technician Series

Classes in the Series

Class Code	Class Title
04735	Communications Technician 1
04736	Communications Technician 2
04737	Communications Technician 3

Series Concept

Classes in this series are involved in the installation, maintenance and repair of two-way radio communications equipment in base stations and mobile units. A limited amount of time may be spent on intercommunication, public address systems and installing/maintaining electronic security systems.

Class Distinctions

Communications Technician 1

This class is used as an entry level where incumbents are trained in the processes, procedures and use of appropriate equipment in the installation, maintenance, testing and repair of two-way radio communications equipment.

Communications Technician 2

This class is the full performance level where incumbents are expected to perform work independently and assist/advise others as needed on the use of appropriate equipment in the installation, maintenance, testing and repair of a variety of two-way communications equipment, such as radio, microwave, telephone and data lines.

Communications Technician 3

Some positions in this class perform advanced technical work (i.e., repair of microprocessor components, complex diagnostic equipment, calibration of various testing/monitoring equipment and work on automotive computers/radios) and troubleshoot problems that others have been unable to diagnose. In some cases this must be done over the telephone. Some positions may install/maintain a variety of electronic security systems, e.g., intrusion detection, access control, video surveillance, security intercom systems, etc. Other positions perform "lead work" duties/responsibilities over lower level Communications Technicians and are classified solely on this basis.

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