

EDITED KSA LISTING

CLASS: Telecommunications Systems Analyst II

NOTE: Each position within this classification may be required to possess all or some of these knowledge, skills or abilities.

	Knowledge of:
K1	Basic theory of telecommunications (radio, telephone, related infrastructure and data circuitry) and electronics to provide technical expertise and general guidance on a wide array of issues related to procurement, implementation operation and maintenance of the department's telecommunications systems/equipment/services.
K2	Basic knowledge of operation of electronic telecommunications systems including microwave and complex multiple carrying equipment, radio control equipment, and closed circuit television systems and land-wire to provide technical expertise and general guidance on a wide array of issues related to procurement, implementation operation and maintenance of the department's telecommunications systems/equipment/services.

FINAL KSA LISTING

CLASS: Telecommunications Systems Analyst II

	Skill to:
S1	Perform complex communication studies to determine communication requirements to develop recommendations to management or program areas.
S2	Analyze situations and take effective and/or appropriate action to provide functional and operational guidance in the day-to-day management of the departmental telecommunication systems, to manage telecommunication projects and ensure that the department's telecommunication systems meet the department's operational administrative and public safety missions.
S3	Effectively apply interpersonal communication techniques to establish and maintain positive and continuous open lines of communication with a wide variety of business professionals to create an environment that is conducive to carrying out the mission of the organization in an efficient and effective manner.
S4	Write a wide variety of technical, business, and/or administrative documents adjusting style, content and context to effectively provide information to the a wide arena of individuals, governmental organizations, and/or business entities.
S5	Research and interpret the law as it pertains to access, easements, and occupancy of communications facilities as required to effectively facilitate the timely and appropriate installation of telecommunication projects.
S6	Formulate and implement operational procedures (i.e., contract procedures, telecommunications bulletins, user guides, etc.) related to the telecommunications systems to provide functional and operational guidance in the day-to-day management of the departmental telecommunication systems, to manage telecommunication projects and ensure that the department's telecommunication systems meet the department's operational administrative and public safety missions.
S7	Formulate (i.e., identify training dynamics, develop lesson plans and training aides) and implement training procedures (i.e., classroom presentations, self study [handbook, self test], on-the-job training, etc.) to ensure the proper use and management of the department's telecommunication systems.