

WHEATLAND ELECTRIC COOPERATIVE, INC.

Wheatland Electric is looking a Wireless Tower Technician for our Wheatland Broadband division in Scott City, KS. This is a full-time position. The job description follows.

If qualified and interested in this position, email a cover letter and resume to resumes@weci.net. Please put Wireless Tower Technician in the subject line.

PURPOSE OF POSITION: The purpose of this position is to install, maintain, test, and service wireless equipment at tower locations.

ESSENTIAL FUNCTIONS:

- a) Installs equipment for use by the cooperative to provide communications to wireless internet consumer for reliable Internet service using pre-established guidelines and procedures.
- b) Installs equipment for use by the cooperative to provide communications for Land Mobile Radio using pre-established guidelines and procedures.
- c) Installs equipment for use by the cooperative to provide communications for its Microwave Radio Network using pre-established guidelines and procedures.
- d) Services, tests, and maintains wireless transmit sites for efficient operation of all equipment using pre-established guidelines and procedures.
- e) Maintains records and logs in order to document all installations, tests, and repairs of installed equipment.
- f) Being on-call rotation 24-hours a day for critical emergency service and member support.
- g) Attends training courses related to their work.
- h) Follows safety and compliance requirements as defined by the cooperative as well as all federal, state, and local levels.
- i) Interfaces with industry on new procedures, equipment, and safety practices to bring value and efficiency to the cooperative.
- j) Assists with promotions, and collections, to help market the products and services to a broad consumer base.
- k) Participates in safety meetings and training programs as required.
- l) Be in possession of, and have the ability to maintain, a valid Commercial Driver's License to allow for driving vehicles to, and hauling mobile towers to, various locations. Also drive vehicles to various office locations, member residences and businesses, conferences, and training opportunities.

MINIMUM JOB SPECIFICATIONS

- **EDUCATION AND EXPERIENCE:** High School diploma or equivalent required. Basic knowledge of residential and/or commercial construction is required. Vocational

training in electronics or experience in Microwave Radio Frequency or equivalent vocational training is preferred. Prior experience in installation of wireless equipment preferred.

- **SKILLS AND ABILITIES**

Required

- a) Typing Skills – Fine finger dexterity and the ability to type quickly and accurately to create correspondence.
- b) Computer Skills – The ability to use a computer and its corresponding accessories including a mouse, keyboard and monitor. This also includes the ability to learn new software as needed.
- c) Microsoft Office – Basic Skills in Word, Excel, Outlook.
- d) Communication – Communicating effectively in writing as appropriate for the needs of the audience. This includes using proper grammar and punctuation. The ability to verbally convey information to others in a way they can understand. This includes the ability to tailor your communication style to a wide variety of individuals inside and outside of the Cooperative. The ability to listen and interpret what individuals are asking/telling you.
- e) Member Service – Knowledge of principles and processes for providing exceptional member service.
- f) Confidentiality – The ability to maintain confidential Cooperative and employee information.
- g) Troubleshooting – Determining causes of operating errors and determining how to correct the problem.
- h) Elevation Work – The ability to work on roofs and towers up to 400 feet tall.
- i) Tower/Elevator Rescue – Be certified, or have the ability to become certified, in Tower/Elevator rescue.
- j) Construction Skills – Construction experience in residential or commercial buildings.
- k) Tool Use – Knowledge of the proper and safe use of the tools and equipment used in the installation of wireless equipment.
- l) Detail Oriented – The ability to pay attention to details.
- m) Organization – The ability to keep files, schedules and projects organized.
- n) Time Management – Managing one's own time.
- o) Mathematics – Using mathematics to solve problems.
- p) Ability to pass pre-employment drug test. Also have the ability to pass ongoing random drug and alcohol testing.
- q) Ability to pass a background check.

Preferred

- a) First Aid and CPR – Be certified, or have the ability to become certified, in First Aid and CPR, and perform it effectively.

- b) Broadband Radios – The ability to work with a variety of Broadband transmission radios and equipment.
- c) Broadband Related Software – The ability to use various ticketing, network management, radio management and GIS software.
- d) Installation – Be skilled in all work required in connection with the installation of materials, apparatus, and equipment used in the transmission of microwave services.

WORKING CONDITIONS

- **WORKING RELATIONSHIPS:** Works under the direction of the Manager of IT/Broadband and the supervision of the Director of IT/Broadband. Works with employees, members, vendors (including tech support), and contractors.
- **WORK ENVIRONMENT:** Primarily outside work with exposure to varying temperature conditions including extreme temperatures (-20 to 110 degrees F), in ice, snow, rain, sun, high humidity, dust, dirt. etc. Hazards include working at heights and radiant energy (RF). Safety equipment required.
- **PHYSICAL DEMANDS:** Some heavy lifting required. Some work requiring exertion of up to 50 pounds of force occasionally and/or up to 20 pounds of force more frequently. Lifting and carrying of up to 50 pounds frequently. Reaching and lifting overhead is required. Job requires standing, walking (ability to walk over uneven terrain), climbing, stooping, bending, kneeling, pushing, pulling, reaching, and driving and/or traveling a majority of the time. Must be able to use hand tools and other equipment to complete work.

EQUIPMENT AND MACHINERY USED: The position will require the knowledge and use of a desktop computer, laptop computer, iPad, cell phone, and office equipment, such as calculators, scanners, copiers, printers, network telephone systems. It will also require the knowledge and use of basic tools (i.e. hammers, wrenches, screwdrivers, drills, etc.).

POSITION TYPE: The position is full-time and employees are expected to work 8 hours per day, during normal business hours, with intermittent overtime (to include Holidays, evenings, and weekends) required with or without notice.

TRAVEL: The position requires the Wireless Tower Technician to travel to Cooperative locations, member residences and businesses, and Cooperative tower sites periodically throughout the year. Traveling will also be required to attend training. Some overnight travel will be required.

ADDITIONAL DUTIES: Additional duties and responsibilities may be assigned or added to this job description at any time. The job description does not state or imply that these are the only activities to be performed by the employee holding this position. Employees are required to follow any other job-related instructions and to perform any other job-related responsibilities

as requested by their supervisor. This document does not create an employment contract, implied or otherwise, other than an “at-will” employment relationship.

Wheatland is an E.O. E.