

Summary of Duties : Directs and coordinates the preparation of plans, designs, specifications, estimates, cost and service studies for new communication systems and major systems modifications and the construction, operation, and management of communications facilities; and does related work.

Distinguishing Features : A Senior Communications Engineer plans and directs the activities of a unit consisting of professional engineers and technical employees engaged in the study of communications needs and the development of communications systems concepts and design. This class is distinguished from Communication Engineer in that a Senior Communications Engineer provides administrative and technical direction for a large communications organization, exercising managerial controls necessary to ensure effective utilization of staff and facilities.

Examples of Duties : Directs and coordinates the preparation of cost and service studies to determine and evaluate the communications needs of various City departments and agencies; meets with the management of other departments and prepares or supervises the preparation of studies relating to proposed communications services; develops standard criteria used to evaluate alternate solutions; supervises the preparation of cost and service comparisons for alternate communications systems and equipment; recommends systems and equipment to meet existing and anticipated communications service needs; establishes design parameters for approved systems and directs or performs the design and scheduling of the more complex systems and installations; supervises the investigation of communications equipment budget requests and the preparation of recommendations and reports; supervises the design of leased communication and data transmissions systems, and the coordination of installation and maintenance of leased facilities; develops short and long range plans and programs for the efficient utilization of existing communications facilities; interviews prospective employees, hears and resolves or refers disciplinary problems, and evaluates the work of subordinates; acts for the Director of Communications in that person's absence or as directed; fulfills supervisory affirmative action responsibilities as set forth in the City's Affirmative Action Plan; and may occasionally be assigned to other duties for training purposes or to meet technological changes or emergencies.

Qualifications : A good knowledge of the principles and practices of communications engineering pertinent to the planning, design, installation, operation, testing, and maintenance of wire and electronic communication systems; a good knowledge of sources of communications engineering information and developments in the field; a good knowledge of Federal Communications Commission rules and regulations as they pertain to municipal communications facilities; a good knowledge of Public Utilities Commission rules and regulations relating to communication services; a good knowledge of National Fire

Protection Association rules and regulations for municipal fire alarm systems; a good knowledge of leased communications services and facilities and the tariff schedules governing their price and use; a good knowledge of the procedures used in hearings before regulatory bodies concerned with communications; a good knowledge of administrative principles and practices and supervisory techniques; a good knowledge of safety principles and practices; a working knowledge of rules and regulations relating to equal employment opportunity and affirmative action; a general knowledge of City personnel rules, policies and procedures; a general knowledge of memoranda of understanding as they apply to subordinate personnel; the ability to plan, direct and review the work of a large staff; and the ability to deal effectively with City officials, employees and the public.

Two years of professional experience as a Communications Engineer or in a class at least at that level, which provides experience in the design and installation of radio, telephone, microwave, alarm, data, signal, teletype, wireline, and other transmitting facilities; or four years of professional experience as a Communications Engineering Associate, or in a class at least at that level which provides experience in the design and installation of radio, telephone, microwave, alarm, data, signal, teletype, wireline, and other transmitting facilities is required for Senior Communications Engineer.

Registration : Registration as a Professional Engineer with the California Board of Registration for Civil and Professional Engineers is desired but not required.

Appointment to this position is subject to a one-year probationary period as provided by Section 109 of the Los Angeles City Charter.

License : A valid California driver's license and a good driving record may be required prior to appointment.

Physical Requirements : Strength to perform average lifting of less than five pounds and occasionally over 15 pounds; good eyesight; and good speaking and hearing ability.

Persons with medical limitations may, with reasonable accommodations, be capable of performing the duties of some of the positions in this class. Such determination must be made on an individual basis in light of the person's limitations, the requirements of the position, and the appointing authority's ability to effect reasonable accommodations to the person's limitations.

As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what all of the duties and responsibilities of any

individual position shall be.