



## Job Description Form

### Our Purpose

To provide safe, customer-focused, integrated and efficient transport services.

<b>Position Title</b> Communications Systems Technician	<b>Level</b> REA 8	<b>Position Number</b> 30013, 32850, 32854, 32986, 32988, 33103, 34861, 34865, 34866, 34908, 35238, 35239, 36349, 36350, 36573, 36574 (16 FTE)
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<b>Division/Directorate</b> Network and Infrastructure	<b>Branch/Section</b> Communications
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<b>Effective Date</b> May 2023	<b>Health Task Risk Assessment Category</b> 1
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### Reporting relationships

Superordinate: Maintenance Superintendent – Communications, Level 6

Subordinates: No Direct Reports

### Key role of this position

Maintains (by carrying out routine procedures and fault rectification procedures) an effective and efficient level of operating performance on the various Communications Systems and associated equipment on the Public Transport Authority's (PTA) network and the integration with train control systems, field signalling and telecommunications systems.

### Core duties and responsibilities

#### Management

- Supervises contractors engaged in communications systems maintenance activities.

#### Technical

- Maintains (by carrying out routine maintenance procedures and fault rectification procedures) an effective and efficient level of operating performance on the various Communications Systems namely:
  - UHF Base station, Mobile and Portable Radio equipment
  - High Density Microwave Radio Link System
  - Transmission Network Management System
  - Complex interconnected Radio Systems and Control equipment
  - Data communications/transmission systems including multiplexers and modems
  - Public Address equipment
  - Power Supplies
  - PLC, SCADA and telemetry systems
  - Earthing & Lightning protection systems
  - CCTV Systems
  - Alarm systems
  - DAVS (Driver Assistance Video System) Cameras, Splitters, Transmitters etc.
  - Analogue & Digital Recording equipment
  - Perimeter & Intruder/Tamper Security systems
  - Video Multiplexing & Control systems

- Public Information Systems and Displays, and
- Telephony systems.
- Participates in the 'On Call' Roster to provide out of hours support for all (PTA) Communications Systems.
- Ensures relevant standards and procedures are applied to maintenance works.
- Carries out minor commissioning of new equipment, systems and technology.
- Coordinates and liaises with PTA or contract technical personnel to assist in the rectification of faults as required.
- Investigates and reports on irregularities, faults and actions taken at the system, equipment or board level.
- Monitors system and equipment performance.
- Investigates and analyses equipment failures and reliability.
- Investigates, reports and repairs irregularities, faults and actions taken at the system, equipment or board level.
- Prepares and maintains system documentation, procedures and reports etc and ensures all drawings are kept up to date.
- Maintains records of levels and location of relevant equipment/systems spares.

#### Other

- Carries out as required, such work related tasks and functions that are within the limits of the employee's skills, competence and training.

## SELECTION CRITERIA

### 1. Core Competencies

- ACMA Open Cabler Registration with endorsements in fibre optic, structured and coaxial cabling.
- Relevant trade status or equivalent and possession of, or progress towards, a relevant trade qualification and/ or demonstrated experience in the below listed communication systems.
- Considerable experience and demonstrated ability in the maintenance and fault findings of Communications Systems equipment including some or all of the following:
  - UHF Base station, Mobile and Portable Radio equipment
  - High Density Microwave Radio Link System
  - Data communications/transmission systems including multiplexers and modems
  - Public Address equipment
  - DC Power Systems
  - Telephony Systems
  - PLC, SCADA and telemetry systems
  - Earthing & Lightning protection systems Power Supplies
  - Copper Cable communication systems
  - Optic Fibre and associated equipment
  - Commercial or Industrial CCTV Systems
  - Analogue & Digital Recording equipment
  - Video Multiplexing & Control systems, and
  - Perimeter & Intruder/Tamper Security systems.

### 2. Communication and Interpersonal

- Well-developed written communication skills and interpersonal skills.
- Demonstrated ability to read and interpret technical drawings and plans and the use of appropriate test equipment.

### 3. Special Requirements

- Satisfactory completion of required medical examinations to verify physical fitness to perform the duties of the position.
- Provision of a current National Police Clearance certificate, dated 3 months or less from the date of application for the position.
- Possession of a current Western Australian 'C' Class Driver's licence or equivalent.
- Ability to work at moderate heights as well as in confined spaces.
- Ability to participate in call-out roster if required and work unsociable hours on occasion at short notice.
- Applicants must meet the special requirements shown below within an agreed period of time. Cancellation of the appointment will occur where an applicant does not meet the special requirements within an agreed period of time after appointment.
  - Protection Officer Level 1 (PO1) Track Access Permit
  - Senior First Aid.

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**Certification**

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

**Managing Director / Executive Director / General Manager**

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**Signature**

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**Date**

**Employee**

I have read and accept the responsibilities of the Job Description Form.

The position's duties are to be performed in accordance with the PTA's Code of Conduct and the PTA's Values.

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**Signature**

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**Date**