COUNTY OF LEBANON

Job Announcement

Position:	Radio System Manager
Department:	Department of Emergency Services 1805 Cornwall Road Lebanon, PA 17042
Available:	**Immediately**
Bargaining Unit:	None
Hours:	Monday – Friday, 40 hrs/wk, Plus On-Call
Pay Grade:	Grade 13 (Non-Union/Non-Exempt Salary Pay Chart)
Salary Range:	$1,890.40 Bi-weekly
Full-Time Employee Benefits:	**100% Employer PAID Benefits ➔** Health Insurance, Vision, Prescription, Dental insurance, Life Insurance, Eleven (11) Holidays, Sick, Vacation, and Personal time-off. **Additional Benefits ➔** Pension retirement plan, Health Insurance Exchange Program, Employee Assistance Program, Employee Wellness Program, Revive Health Benefits Program, Connect Care 3 Resources, Connect Care 3 Platform/KOA Foundations App, and Employee Appreciation Program. **Voluntary Benefits ➔** Deferred Compensation plan, Short Term Disability, Critical Illness, Accident, and Cancer insurance.

A County of Lebanon Application MUST be completed for consideration for this position. *Resume is recommended, however, is optional unless otherwise stated below.*

BRIEF DESCRIPTION OF DUTIES AND QUALIFICATIONS:

This position reports directly to the Director of Emergency Services and supervises one Radio System Technician. Primary responsibilities include managing/coordinating the installation, inspection, maintenance, daily operations, and repair of county wide public safety two-way radio systems, public safety paging network, microwave network, and associated facilities and equipment. Ensure compliance with all FCC regulations and requirements. Manage and maintain subscriber units. Provide training for radio systems users. Serve on a rotating on-call schedule. Maintain radio equipment service contracts, inventories, and maintenance logs. Other duties as assigned by Department Director

MINIMUM EXPERIENCE AND TRAINING REQUIREMENTS:

The Applicant should be knowledgeable in the principles of two-way radio communications, trunking radio systems, FCC regulations, radio troubleshooting / repair, basic electronics, RF diagnostic equipment / tools, and digital radio systems. 5 years of experience with P25 Radios Systems, and an understanding of public safety communications required. Must have a minimum of a high school diploma, a valid PA Driver's License with a driver history that is free of recent major infractions, live in or be willing to relocate to Lebanon County or surrounding areas, and be able to pass a background check. Must be willing to serve on-call rotations.

APPLICATION AND RESUME SUBMISSION OPTIONS:

1. Email directly to Human Resources ➔ Apply@lebanoncountypa.gov
2. Mail to ➔ 400 S. 8th Street, Room 200 Lebanon, PA 17042 ATTN: Human Resources
3. Fax to ➔ (717) 675-2668 ATTN: Human Resources

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