

**DATA COMMUNICATIONS, TECHNICIAN**  
Information & Education Technology

**OVERVIEW:** Under general direction, installs, repairs and performs preventative maintenance on the College's computer-related equipment and data communication facilities.

**EXAMPLES OF DUTIES:**

- Responsible for the installation and maintenance, both preventative and emergency of the following: computer communications networks, including asynchronous, synchronous and bisynchronous, using telephone twisted pair cable, coaxial cable, fiber-optics and other state-of-the-art communications equipment; interactive computer terminals, which include IBM 3270 type, IBM 3270 compatible type, ASCII terminals and microcomputers that are able to communicate in ASCII or IBM 3270 mode. Computer terminals may include CRT Display terminals, keyboard printer terminals, read only printer terminals, plotters, optical mark readers and any other terminal device the College may choose to put on the computer network.
- Makes problem determination and repairs and/or coordinates with other vendor engineer or technicians where appropriate;
- Consults with Information Technology personnel and college faculty and staff on problems related to hardware functions; evaluates and recommends procurement of electronic components including spare parts, logic modules and special-purpose electronic equipment; helps provide problem determination and provides vendor coordination for the College's computer maintenance program;
- Maintains records of maintenance supplies used and keeps logs of maintenance performed; monitors data transmission equipment to ensure data communications integrity;
- Assists in the valuation of data communications hardware in planning future projects and implementation of those projects.

**MINIMUM QUALIFICATIONS:**

**Knowledge of:**

- Practices procedures, tools and equipment used in the installation and maintenance of computer terminals, microcomputers and data communication equipment;
- IBM 3270 terminal protocols, EIA/RS232C and current loop standard, analog to digital and digital to analog convertors, read only memory, random access memory, microprocessors, high and low voltage power supplies and safe handling procedures;
- Designing and construction of a data communications network at journeyman level.

**Ability to:**

- Locate and remedy trouble within a data communications system;
- Install, repair and perform preventative maintenance on the college data communications network, computer terminals, microcomputers and any other devices that may use the network;
- Analyze equipment problems and determine what repairs are needed;
- Plan and layout installation and repair work including estimating labor and material costs;
- Work from schematics, plans and specifications;
- Read and interpret complex technical manuals related to computer terminals, microcomputers and data communications maintenance and repair;
- Understand and carry out oral and written directions; maintain records;
- Work cooperatively with those contacted in the course of work;
- Perform tasks using independent judgement with a minimum of supervision.

**Experience and Education:** Two years of experience in electronics maintenance at the component level on computer terminals, microcomputers and data communications equipment. An Associate Degree in a related field preferred or a combination of training and experience equivalent to an Associate Degree level.