

Washington State Department of Personnel  
Class Specification

**TELEPHONE SYSTEM TECHNICIAN**

592P

**Abolished Effective May 15, 2009**

**Definition:**

First level class of series. Under general supervision, install, maintain and repair telephone instruments, switching equipment and cabling.

**Typical Work:**

Review telephone requirements with departmental staff; submit cost and engineering estimates; determine equipment needs, and procedures for integrating new or extended service with present switching system;

Receive, test and install telephone instruments and switching, and key system common equipment;

Coordinate with the telephone service vendors in implementing equipment and cable installation plans;

Coordinate with the institution's Physical Plant, engineering and construction staff in implementing site alterations to accommodate new cable conduit;

Maintain telephone equipment inventory, cable, and reliability records;

Write requisitions for telephone system repair, parts and supplies;

May direct the work of lower-level staff;

Perform related duties as required.

**Legal Requirement(s):**

There may be instances where individual positions must have additional licenses or certification. It is the employer's responsibility to ensure the appropriate licenses/certifications are obtained for each position.

**Desirable Qualifications:**

Two years of experience in a large Centrex or PBX environment to include installation, maintenance and repair. Two years of full-time applicable technical training may be substituted for up to one year of experience.

Equivalent education/experience will substitute for all minimum qualifications except when there are legal requirements, such as a license/certification/registration.

**Class Specification History**

New class adopted January 3, 1973.

Revised class; adopted April 22, 1985.

Revise class. Revises minimum qualifications; adopted July 2, 1990.

Revise class. Revises class code (formerly 5464), general revision, adopted May 10, 2007, effective July 1, 2007.

Abolished; adopted May 14, 2009, effective May 15, 2009.