

JOB DESCRIPTION

POSITION: IT Technician

REQUIRED EDUCATION, EXPERIENCE, LICENSURE:

- Associate degree or higher in Computer Science, Information Systems, or relevant field
- 2+ years of experience in networking and system maintenance
- CompTIA A+, Security+, Cisco CCNA, and/or Network+ preferred
- Experience with Wordpress, Javascript, PHP, Python, and/or HTML/CSS
- Valid driver's license

JOB DUTIES:

- Diagnose, repair, and maintain hardware and software on
 - Revenue and non-revenue service vehicles
 - Camera systems
 - CAD/AVL GPS
 - Automatic Passenger Counters
 - Internal network
 - Public network
 - Fare collection
 - KRT client PCs
 - Business Intelligence Software
 - CAD/AVL GPS software
 - Microsoft 365
- Create and modify destination signs for use in buses
- Interface with third party developers and vendors to optimize system performance
- Assist in deployment in changes and installation to any software and hardware modifications
- Travel between KRT's remote sites to support IT needs at each location

SKILLS / ABILITIES:

- Skills to enter data and parse data in Microsoft Excel and Access
- Excellent written and verbal communication skills
- Ability to configure and install hardware and software components
- Attention to detail
- Self-motivated
- Strong organizational skills

EQUIPMENT USED:

- Computer system / software
- Network cabling and equipment
- Network cabling testers
- Phone system
- Various hand tools

ENVIRONMENTAL CONDITIONS:

70% inside, 30% outside

HOURS:

- Monday – Friday, 8:00AM – 4:30PM
- 1 hour lunch break
- Hours and days may vary depending on projects
- Travel may be required

PHYSICAL DEMANDS:

(In an eight-hour workday, employee is required to:)

ACTIVITY	HOURS AT ONE TIME	HOURS/SHIFT
STANDING	< 30 minutes	<30 minutes – 2 ½ hours/shift
SITTING	Up to 1 hour	3-7 hours/shift
WALKING	< 30 minutes	< 30 minutes – 2 ½ hours/shift
DRIVING	Varies	Varies

COMMENTS:

During work the employee must lift/carry:

	WEIGHT	OCCASIONALLY 1 TO 2.5 HRS	FREQUENTLY 2.5 TO 5.5 HRS	CONTINUOUSLY 5.5 TO 8 HRS
LIFT	40 pounds	X	N/A	N/A
CARRY	<10 pounds	X	N/A	N/A

COMMENTS:

The following actions are required while working on the job:

ACTIVITY	NOT AT ALL	OCCASIONALLY 1 TO 2.5 HOURS	FREQUENTLY 2.5 TO 5.5 HRS	CONTINUOUSLY 5.5 TO 8 HOURS
CLIMB (Stairs)		X		
BEND			X	
REACH AT OR BELOW SHOULDER LEVEL			X	
KNEEL			X	
STOOP/SQUAT		X		
CRAWL	X			
PUSH/PULL		X		
REACH ABOVE SHOULDER LEVEL			X	
OPERATE FOOT CONTROLS		X		

COMMENTS:

EMPLOYEE DECLARATION:

I have read the above position specifications. I understand the demands and expectations of the position described, and to the best of my knowledge, believe I can perform these duties.

Employee Signature

Date

KVRTA is an Equal Opportunity Employer

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