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 RUSH CENTER KS 67575

Job Title	Construction	Job Category	Operational & Technical
Department	Plant	Status	Full Time / Non-Exempt
Location	Rush Center, KS	Travel Required	Yes
Supervisor Title	Plant Manager	Evaluators	Plant Manager
In-put	General Manager, Management Team, Field Supervisors, Customers	Direct Reports	NA

In keeping with our mission of ***bringing the best user experience to its customers through reliable state-of-the-art communication services.***

This position supports the company's customer service philosophy that sets us apart from our competition by providing our customers with local and genuine personal service, we will work alongside our customers to find the best solution available to fit their needs. We pledge to provide the finest services to our customers and strive for continuous daily innovation to remain competitive in an age of perpetual technology.

NOTE: The job functions listed are intended to describe the general nature and level of work being performed by employees and are not to be interpreted as an exhaustive list of responsibilities, duties and skills required of personnel so classified. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer.

By: Plant Manager Golden Belt Telephone	Effective Date:
	Review Date:

**BRINGING THE BEST USER EXPERIENCE THROUGH
 RELIABLE STATE-OF-THE-ART COMMUNICATION SERVICES**

POSITION DESCRIPTION

**Percentages of time spent on each job duty will vary daily, as well as based on project.*

The construction technician installs and maintains all in-ground and over-head wires including: FTTH, COAX, & Copper for the purpose of providing quality services to customer premises.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Install and repair the communication or utility infrastructure according to staking sheets, maps and drawings using hand tools, construction equipment and industry experience in a manner that meets customer and company expectations.
- Communicate and coordinate with coworkers & customers in a professional manner to ensure the company's customer service expectations and commitments are met and exceeded.
- Carries out daily construction activities associated with install and repair of infrastructure.
- Efficiently operates construction equipment per manufacturer's recommendations or alternate instructions.
- Maintains, drives & operates cable plows, boring machines, trenchers, backhoes, skid loaders, tractors, and trucks competently and efficiently.
- Locate existing underground utilities manually & electronically at an efficient level.
- Completes all assigned work, paperwork, job notes, inventory check out, and other documents and actions as required by the company.
- Provide assistance to other technicians with the installation and maintenance of company's business products and services.
- Utilize company software to complete/update service orders, track inventory and enter time.
- Attend and participate in job safety and other training programs.
- Wears personal protective equipment and provides general PPE guidance to laborers.
- Follows all company safety policies and procedures as outlined in the Employee Handbook/Guidebook and Safety Manual.

(Continually looks for new and improved ways of completing the above functions. Other tasks as assigned by supervisor will be performed to address unexpected situations or needs that may arise.)

KNOWLEDGE, SKILLS & ABILITIES

- Basic knowledge and understanding of telecommunications outside plant.
- Basic knowledge and understanding of computers and customer premise equipment.
- Knowledge and understanding of cable counts & color-code.
- Basic knowledge of telecommunications outside plant equipment operations and maintenance.
- Ability to maintain a keen awareness for unsafe or hazardous working conditions and reporting them per policy.
- Ability to ensure work site is safe and free of hazards, or hazards are addressed and accounted for.
- Ability to lift heavy loads frequently during a shift.
- Ability to provide jobsite leadership and experience required to overcome problems and implement improvements.
- Ability to read and interpret staking sheets, maps, construction drawings, etc.
- Ability to listen effectively and accomplish tasks per instruction from Plant Manager or supervisor.

-Ability to provide operational guidance for equipment and general construction mentoring to laborers and new employees.

-Ability to lead by example and provide basic guidance and jobsite enforcement of policies.

-Ability to plan accordingly and ensure adequate supply of materials is available to perform daily work activities.

-Ability to dig with hand tools and climb ladders.

-Make recommendations to the Plant Manager for training, budget, work procedures and practices, vehicle and construction equipment needs, tools and supplies.

-Develop and monitor procedures to ensure reliability of the department and quality industry standards are met and maintained.

-Ability to work closely with Plant Manager and dispatch to plan and prioritize projects: assure projects are completed in the most efficient manner possible.

-Ensures appropriate signage and barriers are erected to protect employees and the public on a daily basis.

-Manages DOT fleet of vehicles, by scheduling and assisting with inspections as required by policy & regulations.

-Contributes to the positive performance of other employees, including assisting co-workers to accomplish job and company objectives.

-Ability to drive GBT vehicles daily, possessing a valid driver's license/Commercial Driver's license

-Ability to read and understand and comply with FMCSA driver regulations.

-Ability to hold yourself accountable and manage your time efficiently.

-Ability to provide the experience, the GBT way.

RESPONSIBILITIES: This position requires the ability to participate as a member of a team to complete tasks and engage in problem solving activities. Therefore, must relate well with others since information has to be obtained on occasion from others in the form of informal training/coaching. Employees are expected to communicate with the public as well as fellow employees in a pleasant business-like manner. There is internal and external contact at all levels of organizations requiring negotiation, persuasion, and diplomacy with other departments, customers, and vendors. Must also maintain good attendance and appearance. Employees are expected to increase job knowledge by assisting & supporting all other employees with their job duties, as required. Participation in strategic planning is expected at least annually.

LATITUDE: Most duties are assigned and then the performer plans and arranges tasks in order to complete duties. Problem solving is accomplished independently most of the time requiring extensive knowledge, both industry and technical. Most decisions not affecting other departments can be made independently in accordance with company policy. Purchase decisions involving commitments up to \$50.00 can be made.

IMPACT OF POSITION: Successful completion of essential job tasks ensures efficient use of time and effective completion of job duties. Errors are easily detected but could have significant adverse effect on external relationships and result in substantial monetary effect due to a probability of loss of customers and improper utilization of labor, material, or equipment. Since data that is prepared by this position is used for important decisions by management, errors could result in liability and affect operating costs.

CUSTOMER SERVICE/INTERACTION: Daily phone and face-to-face interaction with other employees and customers, while vendor contact is as needed by phone to perform job functions. To facilitate our mission of customer satisfaction, all jobs carry with them an overriding responsibility of our employees to provide extraordinary customer service in terms of quality, timeliness, and assistance. Commitment to service excellence is expected of all employees.

EDUCATION & TRAINING: Technical/trade school in construction/heavy equipment operation, and/or 5 years of construction experience, preferred. High school diploma or GED, required. Company training of operating systems must be completed within six months. Ongoing training as required by the company, i.e., safety, DOT regulation, and other necessary industry training, required.

ESSENTIAL SKILLS & REQUIREMENTS:

- Presents a courteous, well-groomed image to customers, managers, co-workers and other both on and off the job, by representing GBT in a positive manner. Ensure all GBT property utilized reflects pride in the company.
- Good communication & self-motivation skills.
- Display proficiencies with laptop, phone/cellphone, general office equipment.
- Will be required to use/operate a bucket truck, semi, dump truck, flex truck plow, excavator, skid loader, trencher, volt/ohm meter, fiber splicer, locator, test equipment, hand tools, PPE, work pickup, etc.
- Must understand AC/DC power, electricity, and electronics.
- Proficient in technical, political, conceptual, emotional intelligence, decision making, problem solving, written & oral communication, math, & adaptability.
- Physical requirements: frequent bending, carrying, lifting- up to 100 lbs. independently, demonstration of manual dexterity, squatting, twisting, turning, climbing, kneeling, functioning in tight restricted spaces, work above head.
- Valid Kansas driver’s license, valid CDL and a good driving record.

WORK CONDITIONS: The majority of the work required for this position is performed outdoors. Worker would be subject to all types of outdoor weather conditions. Unpleasant conditions such as dirt, dust, and noise may be created by the weather, the equipment used and the nature of work responsibilities. Works with the awareness of the considerable hazards connected with the construction and maintenance of outside service infrastructure, including falls, electrical shock, or flash, falling objects, hazardous gases, and the exposure to the operation of heavy equipment and traffic. Occasional overnight, air travel, travel by vehicle, overtime, on call, dispatch, required.

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I have reviewed and understand this Job Description and believe it to be accurate. My acknowledgement below indicates I am fully aware that my adherence to the terms of this guide will be a major element of all future evaluations.

EMPLOYEE SIGNATURE:

DATE:

SUPERVISOR SIGNATURE:

DATE: