

 Oroville Hospital	Job Description for I.S. Tech/Telecommunications Specialist	Department:	HIS
		Dept.#:	8480
		Last Updated:	08/11/08

Reports To

Chief Information Officer

Job Summary

Responsible for maintaining, repairing, and installing all telephone equipment.

Duties

1. Consult and advise communication Supervisor in regard to all telephone equipment.
2. Install and repair all related telephone equipment.
3. Diagnose and refer related telephone problems to Pacific Bell, AT&T, etc..
4. Install and repair computer lines for hospital complex.
5. Install and repair all new and changes in telephone wiring.
6. Make additions to and changes in computer or telephone system
7. Keep up maintenance, upgrades, additions, and repairs on system 75.

Qualifications

1. High School Diploma or Equivalent
2. Knowledge of telephone repair and telephone equipment
3. The ability to multi-task and prioritize
4. The ability to follow directions

Lifting Requirements

Medium- Generally lifting objects not more than 50 lbs. and/or carrying objects weighing 25 lbs.
Standing requirements- 1-3 hours/day with frequent walking, bending, and stooping.