



## **CAREER OPPORTUNITY**

*The Telecommunications Authority of Trinidad and Tobago (the Authority) is an independent body established to regulate the telecommunications and broadcasting sectors. Our Corporate Culture incorporates teamwork, a strong work ethic and individual professionalism. Applications are being invited from dynamic, forward-thinking individuals for the following position:*

### **TECHNICAL OFFICER**

#### **The Job**

To provide technical support to the Authority's Technology & Engineering Department in the administration of the licensing database, equipment certification, monitoring of the radio frequency based on scheduled audits or as required, and technical inspection of operator facilities.

#### **Key Duties and Responsibilities**

1. Manage the records of the spectrum management systems.
2. Monitor and analyze on a periodic basis the data captured by the spectrum management system of the Authority.
3. Undertake appropriate spectrum and telecommunications inspector monitoring and audit exercises for broadcast, data, fixed line and telecommunication radio networks.
4. Perform spectrum monitoring and audit activities for radio and fixed line networks as per defined schedules using spectrum analyzer and other related tools.
5. Perform equipment certification activities, by ensuring compliance with ITU, FCC or WTO international standards.
6. Perform technical activities associated with interference complaints and dispute resolution.
7. Perform testing, troubleshooting, scheduled and unscheduled maintenance of field RF equipment.
8. Perform equipment and application software installation and upgrades.
9. Provide technical assistance to Engineers on on-site and field related activities
10. Keep abreast of policy and technological changes in the telecommunications and broadcasting sectors.
11. Comply with the HSE policy & procedures of the Authority and cooperate with workplace health and safety measures and initiatives.
12. Take reasonable care for own safety and the safety of others and report all accidents, injuries, near misses and hazards to Manager/Supervisor.
13. Perform other related duties as required by job function.

#### **Qualifications and Experience**

- Recognized Associate Degree or Diploma in Electrical or Telecommunications
- Engineering Technology Certificates or specialized training in telecommunications and broadcasting equipment
- Minimum of five (5) CXC O' Level passes including English and Mathematics
- Minimum of five (5) years' experience in telecommunications environment with three (3) years in radio/switching/satellite/mobile networks and fixed line systems
- Extensive experience in RF equipment operation and testing in a field environment
- Experience in a telecommunications regulatory environment will be an asset

## **Core Competencies**

### ***Professional Knowledge, Skills and Abilities***

- Knowledge of:
  - Installation, maintenance and diagnostic procedures for microwave, telemetry, multiplexing, satellite and other radio and electromagnetic wave communication equipment
  - Databases and computer applications
  
- Skills and Abilities:
  - Proficiency with Microsoft Office applications (Excel, Word, PowerPoint, Access and Project)
  - Effective communication both orally and in writing
  - Good organizational skills
  - Possession of a valid heavy motor vehicle license will be an asset.
  - Work within tight timeframes
  - Work effectively in a team environment
  - Attentive to details and results oriented