Los Angeles Unified School District - Job Opportunity

Job Posting Title
Radio Communications Supervisor

Reference code
JP24-142-XA1

Minimum Salary
$ 57.98 Hourly

Maximum Salary
$ 57.98 Hourly

Application Open Date
06/17/2024

Application Close
07/12/2024

Information about LAUSD
We are LAUSD. We are at the forefront of innovation in public education, focused on a clear and inspiring vision of the future for all of our students as they venture forward on their journey as lifelong learners. Here, you will have the opportunity to exercise your potential in a role supporting the business of education. Our work directly contributes toward the goal of ensuring that our students graduate ready for the world – ready to thrive in college, career and life.

LAUSD is the second largest school district in the nation with an enrollment of nearly 575,000 students. We serve an area totaling 710 square miles, with over 1,190 schools and educational centers, and we employ over 74,000 individuals, making us one of the largest employers in our city.

LAUSD Employees: Please be advised that all LAUSD employees must sign in to the GlobalProtect Virtual Private Network (VPN) in order to submit an application from an external network outside of an LAUSD location. For assistance with installing the GlobalProtect virtual network, please contact Information Technology Services at (213) 443-1300 or (213) 241-5200.

Department or School Site
The District's Information Technology Division (ITD) has 600+ staff members, including programmers, network engineers, project managers, and administrative staff - all of whom provide support to the schools and LAUSD's business/functional units in a professional, forward-thinking,

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and challenging environment. Technologies supported range from personal systems to enterprise-wide systems and applications. The IT Division's offices are located at the District Headquarters building in downtown Los Angeles.

**Project**

A Radio Communications Supervisor coordinates and evaluates the District's radio and microwave communications systems to ensure that communications systems are maintained and supervises the activities of the Radio Unit. They are responsible for assuring compliance with the regulations of the Federal Communications Commission (FCC).

**Benefits**

Insurance: Paid premiums for your choice of several medical, dental, vision, and life insurance plans.

Retirement: Membership in the California Public Employee Retirement System (CalPERS).

Vacation: Two weeks of paid vacation to start. Three weeks after five years of year-round paid service.

Paid Holidays: Up to 13 days.

**Job Duties/Responsibilities**

Typical duties may include:

- Ensures the implementation and maintenance of radio communications systems and related equipment for the School Police Department, Transportation Services Division, Maintenance and Operations, Emergency Operations Centers and all school campuses.
- Plans basic layout of communications systems to meet specific needs and works with manufacturers to implement new systems or modify existing systems.
- Manages service contracts for radio systems and related equipment.
- Develops methods to improve communications system coverage and to standardize equipment.
- Confers with the Procurement Services Group to develop bid specifications for contracts and makes recommendations for contract procurement of new radio systems and equipment.
- Determines the need and practicality of establishing additional communications systems and the type of such systems and provides technical advice on the implementation of systems.
- Ensures that all test equipment related to microwave and radio is calibrated to verify equipment meets Federal Communications Commission (FCC) requirements.
- Reviews periodicals for information on new products and materials and evaluated new radio technologies.
- Writes technical specifications for equipment and directs testing of equipment prior to use.
- Confers with various department representatives to evaluate equipment and training requirements.
- Prepares radio equipment operation and training manuals for use by...
various District personnel.
- Observes and monitors the use of communications equipment to ensure that systems are used in compliance with FCC regulations.
- Prepares equipment room layout plans and directs the installation of communication equipment.
- Assists in developing emergency preparedness communications procedures for all District schools and offices.
- Prepares training materials and conducts presentations for emergency preparedness purposes.
- Establishes and supervises inventory control and record-keeping procedures.
- Keeps logs on radio system backup generator and schedules regular preventative maintenance.
- Performs emergency repairs.
- Performs related duties as assigned.

To see the complete class description for this position, visit us at www.lausdjobs.org

Minimum Requirements

Education:
Graduation from high school or evidence of equivalent educational proficiency, preferably supplemented by training in the repair of two-way radio and microwave communications systems.

Experience:
Four years of experience within the past six years, preferably in a supervisory capacity, in servicing and maintaining two-way radio and microwave communications systems operating in the Private Land Mobile Service under FCC Rules, Part 90.

Special:
A valid Federal Communications Commission General Radio Operator License.
A valid California Driver License.
Use of an automobile.

Desirable Qualifications

The department is looking for someone who has high knowledge of FCC regulations regarding two-way radio and microwave systems and experience working in a large-scale radio communications system. The ideal candidate would have experience working with digital technologies such as P25 (and various modulation schemes such as LSM, CQPSK, and C4FM), microwave, and LTE. They would be experienced in programming and making changes to fleet maps. In addition, they would have previously worked with internal safety departments such as Los Angeles School Police Department, Transportation Services Division, and/or public safety agencies. Lastly, the ideal candidate would have familiarity with the Motorola Astro 25 radio system and DC power.
The ideal candidate would have the knowledge of:
- Motorola software such as CPS, Critical Connect, and Radio Central.
- Federal Communications Commission regulations regarding two-way radio and microwave systems and operations
- Digital technologies such as P25 and various modulation schemes such as LSM (Linear Simulcast Modulation), CQPSK, and C4FM
- Electronics theory as related to two-way radio communications equipment
- Radio communications as it relates to public safety
- Networking principles, protocols, and infrastructure related to radio communications and systems
- Principles related to encrypted and secure communications such as AES and DES
- Standard technical procedures involved in troubleshooting radio and microwave systems
- Principles, practices, methods, terminology, and trends in microwave and radio used to support two-way radio systems
- Safety practices related to the operation and maintenance of RF related equipment
- Various types of radio systems such as conventional and trunking radio systems
- CAD systems as they relate to dispatching
- Logging recorders as it relates to radio dispatching
- Microsoft Windows Operating Systems and Office Suite programs
- Principles of supervision

The ideal candidate would have the ability to:
- Read and use a variety of schematics, plans, and specifications
- Operate test equipment related to the maintenance of microwave and radio communications
- Work effectively with District personnel and representatives from public agencies and private firms
- Inspect and evaluate maintenance work completed by others
- Communicate technical information orally and in writing
- Review coordination letters from the FCC
- Maintain various databases
- Train District personnel in the operation of equipment
- Plan basic layout designs for two-way radio communications systems and equipment
- Operate a computer and associated peripheral equipment
- Supervise effectively

**Employment Selection Process**

The selection process for this position may tentatively consist of the following: Technical Interview.

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Please be sure to include correspondence from @lausd.net as an approved sender so that messages aren’t accidentally placed into your spam/junk e-mail folder.

We anticipate receiving a number of well qualified applicants for this position; therefore, there will be a competitive process. The hiring departments have requested that we proceed with the selection process in an expeditious and timely manner. To honor this request, we will be adhering to a pre-planned employment assessment schedule.

For more information about the LAUSD employment assessment process, visit the ‘My LAUSD Career’ section of our website at http://www.lausdjobs.org.

Application Process

DO YOU NEED TECHNICAL ASSISTANCE WITH THE ON-LINE APPLICATION?
Email us at helpmeapply@lausd.net

To find out whether the application deadline has been extended, visit the website at: http://www.lausdjobs.org.

The Los Angeles Unified School District intends that all qualified persons shall have equal opportunities for employment and promotion.

Reasonable accommodations in completing an application and testing are available to individuals with disabilities. Please call (213) 241-3455 for more information.

Additional Posting Information

The Los Angeles Unified School District is committed to providing a working and learning environment free from discrimination, harassment, intimidation, abusive conduct, or bullying. The District prohibits discrimination, harassment, intimidation, abusive conduct or bullying based on actual or perceived race or ethnicity, gender/sex (including gender identity, gender expression, pregnancy, childbirth, breastfeeding/lactation status and related medical conditions), sexual orientation, religion, color, national origin (including language use restrictions and possession of a driver’s license issued under Vehicle Code), ancestry, immigration status, physical or mental disability (including clinical depression and bipolar disorder, HIV/AIDS, hepatitis, epilepsy, seizure disorder, diabetes, multiple sclerosis, and heart disease), medical condition (cancer related and genetic characteristics), military and veteran status, marital status, registered domestic partner status, age (40 and above), genetic information, political belief or affiliation (unless union related), a person’s association with a person or group with one or more of these actual or perceived characteristics, or any other basis protected by federal, state or local law, ordinance, or regulation in any program or activity it conducts or to which it provides

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significant assistance.

For inquiries or complaints contact our Equal Opportunity Section, (213) 241-7685.

Selection and promotion are based on a competitive employment assessment process. Candidates who pass all parts of the assessment process are placed on a hiring (eligibility) list based on their assessment score. Hiring departments may make job offers to candidates on the top three ranks of the hiring list. Eligibility typically lasts for 12 months. The hiring list resulting from this assessment process may be used to fill open positions in related job classifications.

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