



## City of Harrisonburg Radio System Administrator (HRECC)

<b>SALARY</b>	\$30.59 - \$33.65 Hourly \$2,447.20 - \$2,692.00 Biweekly \$5,302.27 - \$5,832.67 Monthly \$63,627.20 - \$69,992.00 Annually	<b>LOCATION</b>	Harrisonburg, VA
<b>JOB TYPE</b>	Full-Time	<b>JOB NUMBER</b>	5363 - (Sept 2023)
<b>DEPARTMENT</b>	Emergency Communications Center	<b>OPENING DATE</b>	09/05/2023
<b>CLOSING DATE</b>	Continuous	<b>FLSA</b>	Non-Exempt

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### Description



**Are you searching for a meaningful opportunity that allows you to utilize your radio electronics, radio programming, electrical, or telecommunications work experience to support public safety professionals? If so, the Harrisonburg-Rockingham Emergency Communications Center's (HRECC) Radio System Administrator position may be the right career for you!**

The Radio System Administrator is a full-time position with benefits and a preferred hiring range of \$30.59 - \$33.65 per hour (equivalent to \$63,627 - \$69,992 annually); however, an exact offer will be dependent upon the selected candidate's qualifications/experience and in compliance with City policy.

As the Radio System Administrator, you'll play a vital role in the success of the HRECC by performing difficult skilled technical work for all aspects of the Land Mobile Radio (LMR), ensuring the operational coherence and peak performance of critical emergency communications infrastructure and systems across the City of Harrisonburg and Rockingham County. In this role, you'll be responsible for the technical planning, operation, repair, maintenance, replacement, and strategic oversight of all elements of the Public Safety Wireless Communications Technology, including conventional analog and Project 25 interoperable digital two-way radio (P25) components. Additionally, you'll oversee the HRECC vehicle and large equipment fleet. As a subject-matter expert and leader, you'll have the opportunity to provide direct supervision over the Virginia Communications Cache Regional Team, when deployed.

A full list of essential job functions and the ideal candidate's knowledge, skills, and abilities for this position is available in the [class specification](#).

## Minimum Qualifications

### Minimum Requirements at Time of Application:

- High school diploma and considerable (3-5 years) experience in radio electronics, radio programming, electrical, or telecommunications work. An equivalent combination of education and experience may be used to meet this requirement.
- Valid driver's license.
- Availability to primarily work dayshift with nights and weekends periodically, as business needs dictate.
- Availability to participate in on-call or stand-by assignments as needed.
- [Click here to view the physical requirements of this position.](#)

### Requirement After Hire Date:

- Criminal Justice Information Services (CJIS) Security Training within six months of hire.
- VCIN (Virginia Criminal Information Network) Certification within six months of hire.
- CPR within one year of hire.
- NENA Center Manager Certification Program (CMCP) Certification within two years of hire.

### Preferred Qualifications (Not Required for Consideration):

- Public safety communications experience.
- An undergraduate degree in Public Safety Communications, Public Safety Administration, Information Technology, Computer Science, Electrical Engineering, or similar field.
- Virginia Department of Criminal Justice Services (VA-DCJS) General Instructor Certification.

Successful applicants for this position will be subject to the following screenings and must receive satisfactory results:

- DMV Driving Record Review;
- Criminal Background Investigation, including CJIS, VCIN, and fingerprinting;
- Personal History Statement\*.

### \*Automatic Disqualifiers for Employment at the HRECC per State Regulations:

- Felony conviction;
- Conviction of Class 1 or 2 misdemeanor, excluding those set forth in Title 46.2 of the Code of Virginia;
- Two or more D.U.I. offenses;
- Crimes characterized as involving moral turpitude (i.e., lying, cheating, or stealing) or gross misconduct (i.e., crimes against a person and crimes involving drugs or other controlled substances); and
- Other relevant criteria to this position.

*\*Please note that the list above is not all-inclusive and is subject to the State Regulations, as amended. Candidates may review [a copy of the Disqualifying Criteria online](#). (Download PDF reader)*

## Supplemental Information

**To Apply:** In order to be considered, all candidates must submit a complete City of Harrisonburg online employment application, including previous work experience and education history. This position may close at any time after 10 calendar days. (posted 09/05/2023)

***The City provides an excellent benefits package including health insurance, retirement (VRS & MissionSquare), life insurance, paid leave and holidays.***

***All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, national origin, disability or veteran status.***

***The City of Harrisonburg and HRECC are Equal Opportunity Employers.***

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**Agency**

City of Harrisonburg

**Phone**

540.432.8920

540.432.7796

**Address**

409 South Main Street

Third Floor

Harrisonburg, Virginia, 22801

**Website**

<https://www.harrisonburgva.gov/employment>