

University of Central Florida  
Class Specification  
Administrative and Professional

Director Telecommunications

Job Code: 2588

Collective Bargaining Status: Out-of-Unit

Effective Date: 05/02/08

Description

Report to the university Chief Technology Officer.

Serve as the top technical administrator for enterprise telecommunications operations, technical staff, and services for the University.

Direct the functional areas of planning, development, design, acquisition, operations, and repair of enterprise voice and data telecommunications services for the University.

Confer with administrative and academic administrators to improve and maintain optimum performance of these functional areas.

Develop and administer policies and procedures for these functional areas.

Ensure all goals and objectives are achieved by both technical and management staff for these functional areas.

Minimum Qualifications

Bachelor's degree and six years of information technology experience.

University of Central Florida  
Class Specification  
Administrative and Professional

Telecommunications Manager

Job Code: 2587

Collective Bargaining Status: Out-of-Unit

Effective Date: 05/02/08

Description

Manage enterprise telecommunications voice (or data) services for the University.

Supervise telecommunications technical staff.

Perform strategic and tactical planning for voice (or data) services.

Ensure the efficiency of voice (or data) telecommunications services provided to the university.

Coordinate with other technical managers, university customers, senior management, and vendors to implement or upgrade voice (or data) telecommunications services.

Conduct feasibility study and develop business plans to implement new telecommunications services or upgrade existing ones for the university.

Assist in the preparation of bid proposals for new voice (or data) telecommunications hardware and software for the university.

Assist in the development and enforcement of the telecommunications standard operating procedures for the university.

Minimum Qualifications

Bachelor's degree and five years of information technology experience.

University of Central Florida  
Class Specification  
Administrative and Professional

Telecommunications Engineer/Analyst Senior

Job Code: 2589

Collective Bargaining Status: Out-of-Unit

Effective Date: 05/02/08

Description

Provide telecommunications consulting to university departments, such as, network design, engineering, implementation, and operations/user support.

Perform strategic and tactical planning for voice services.

Perform maintenance, programming, and general technical support for the university voice systems.

Assist in the preparation of bid proposals for new voice telecommunications hardware and software for the University.

Assist in the enforcement of the telecommunications standard operating procedures for the University.

Minimum Qualifications

Bachelor's degree and two years of information technology experience.