
Telecommunications Specialist Resume

Job Objective

To expand experience in the field and help better the company as a whole by using my years of experience and attained skills as Telecommunications Specialist.

Summary of Qualifications:

- Remarkable experience working in a telecommunications support position
 - Skilled in designing, installing and troubleshooting cabling and wiring systems
 - Familiarity with PBX, voice mail, two-way radios, and cellular phones
 - Operational knowledge of CAD systems, and loop electronics inventory systems
 - Outstanding knowledge of Advanced voice and data communications systems and equipment
 - Good understanding of fiber and digital loop electronics fundamentals
 - Proficient in MS Office suite , CAD systems and email
 - Excellent communications, analytical and interpersonal skills
 - Outstanding ability to Diagnose problems or malfunctions and accomplish repairs in a minimal amount of time
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Work Experience:

Telecommunications Specialist, May 2006 – Present
SAIC, Salt Lake City, UT

- Maintained, troubleshoot and upgraded the cell site equipment.
- Installed, operated, administered, and performed advanced maintenance of switching, data communications.
- Maintained system applications and ensured quality customer service.
- Updated daily logs with site-specific information.
- Maintained tracking database of cellular and telephonic phone usage, and billing auditing procedures.

Telecommunications Specialist, March 2003 – April 2006
PDS Technical Services, Salt Lake City, UT

- Evaluated utility and condition of multi-line telephone systems, paging systems, radio base station equipment and other data and voice communications equipment.
 - Checked equipment, including test instruments, for preventive maintenance and to ensure compliance with FCC requirements.
 - Created and updated records of electronic systems performance.
 - Evaluated utility and condition of consoles, map boards.
 - Installed and maintained mobile data terminals in department vehicles.
 - Constructed complex communications equipment and test devices.
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Education:

Bachelor's Degree in Electronics, Molloy College, Rockville Centre, NY

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