

MANAGER – ENGINEERING

Directly supervises or manages all engineering activities, including designing projects, staking lines to be built, and Rights-of-Way (ROW) acquisition in compliance with RUS specifications. Consults with Network Planning regarding outside plant engineering design specifications. Implements network expansion and modernization plans provided by Network Planning. Approves new installations and coordinates Special Assemblies required to address unique customer requirements. May assist in coordinating the installation of subscriber carrier and other transmission systems.

Essential Job Functions

- Provides technical assistance and communicates technical information and status to customer service centers (Business Offices), technical support organizations, and coordinate management teams.
- Ensures customer service inquiries are promptly evaluated and addressed.
- Directs development of ILEC and CLEC Plant Extension engineering projects and Work Orders including staking of projects to ensure compliance with RUS and FCC specifications.
- Supervises engineering staff by assigning work, checking quality of work, answering questions, handling personnel issues, and monitoring projects to ensure jobs are completed in a timely and accurate manner.
- Consults with Network Planning regarding overall plant design, concentrator locations, and Network Migration/Modernization priorities. Coordinates with Network Planning regarding new technologies and potential services and makes recommendations on engineering and design requirements, costs and impact.
- Manages/Coordinates certain joint use/third party Agreements such as Pole Attachment Contracts.
- Performs capacity management duties regarding copper and fiber OSP facilities. Advises Network Planning if potential areas of exhaust are identified to ensure capacity relief is consistent to 5-Year Plan.
- Provides Project Management regarding the installation of subscriber carrier and other transmission systems. May supervise OSP cable construction inspection and acceptance activities.
- May coordinate engineering projects handled by external vendors by preparing projects for bid, determining vendors to be used, and overseeing project progress.
- Develops, along with Network Planning, engineering budget objectives and controls. Orders materials and equipment for engineering operations as appropriate.
- Provides regular reporting on the status of projects and open work orders to support capital and operational budget objectives.
- Maintains contact with zoning, planning, and permitting agencies to stay abreast of changes that may require plant additions or rearrangements.
- Maintains network deployment data and plans to support reporting to federal and state regulatory authorities.
- Performs all other related duties as assigned by management.

Knowledge, Skills and Abilities

- Knowledge of telecommunications construction and engineering practices and principles.
- Knowledge of power construction and engineering practices and principles helpful.
- Knowledge of management practices and principles.
- Knowledge of industry regulations affecting engineering projects.
- Knowledge of company products and services.
- Knowledge of company policies and procedures.
- Skill in operating various office equipment such as personal computer, various software programs and telephone systems.
- Skill in problem identification and resolution.
- Skill in oral and written communication.
- Skill in reading and interpreting technical documents and forms including work orders, staking sheets, schematics and specification manuals.
- Skill in the use of CAD and GIS software.
- Ability to communicate with customers, employees, and various business contacts in a professional and courteous manner.
- Ability to organize and prioritize multiple work assignments.
- Ability to pay close attention to detail.
- Ability to work independently.
- Ability to make sound decisions using information at hand.
- Ability to create a team environment and sustain employee morale.

Education and Experience

Bachelor of Science in an Engineering Discipline plus 5 years of engineering or engineering and construction experience either in the Telephone or Power Industries is a requirement. Post-secondary education is attractive. Professional Engineer Certification (PE) highly attractive. PMP/PPM or Black Belt in Project Management is desired. Prior supervisory experience is required.

About HCTC

Hill Country Telephone Cooperative (HCTC) was formed in 1952 and is headquartered in Ingram, Texas. As the incumbent telephone company, it serves 15 locales in the Texas Hill Country. Additionally, HCTC has competitive operations in Kerrville, Fredericksburg, Mason, Junction, Sonora, and Stonewall. It's workforce of approximately 110 employees perform all activities necessary to provide Telephony, Broadband, Business Systems, Data Center, Security, Specialized IT Support and other miscellaneous services within its geographic area of operations.

Company Benefits Package

Health insurance, 401(k) plan, retirement plan, vacation and sick leave, life insurance, and short and long-term disability.

Job Location

Ingram, Texas

Salary Range and Work Hours

Compensation is commensurate with experience.

Status: Exempt

Deadline

This position may be filled at any time.

NO PHONE CALLS PLEASE

[Click here to download an application.](#)

Submit application and resume to the attention of Human Resources.

Mail: Hill Country Telephone Cooperative, Inc. P. O. Box 768, Ingram, TX 78025

Hand-Deliver: 220 Carolyn Street, Ingram, Texas

FAX: 830.367.5994 **Email:** personnel@hctc.net



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