

Contract Officer Telephone

Aliases: Telephone Technician, Telecom Engineer, Telephone Engineer

Industry/Sector(s): Telecom

JOB DESCRIPTION ¹

The tasks a Contract Officer, Telephone is expected to perform include:

- Scrutinising requests for telephones, executing contracts, preparing estimates and arranging stores, etc.
- Installing new telephone connections and supervising installation, removing and servicing of subscribers' apparatus
- Scrutinising requests from intending subscribers for installing new telephone connections, extensions and other telecommunication facilities
- Preparing estimates of material required for installation, removal and servicing of telephone apparatus
- Organising required personnel and supervising installation
- Conducting operating tests on circuits and relays to ensure proper functioning

WORK ENVIRONMENT

- It is not a desk job and requires moving from one place to another
- The role does not involve team handling
- Local traveling is required on the job
- Part-time work and contractual jobs are available
- Work from home option is not available

Working hours

- Work is usually for 5/6 days a week and 8/9 hours every day
- Some companies have shift work
- The role may include working on weekends and holidays

Is the job suitable for a candidate with special needs?

This job is suitable for candidates with One Leg (OL) and One Arm (OA)

EDUCATIONAL QUALIFICATIONS AND TRAINING ⁶

Minimum – Diploma/VOC in telecommunication

KEY COMPETENCIES

- In-depth knowledge of setting up phone connections and apparatus
- Knowledge of conducting tests on circuits and relays
- Working knowledge on installation and maintenance of telephones and related equipment
- Knowledge of multiple phone systems

DESIRABLE COMPETENCIES

Not applicable

AVAILABLE SKILL TRAINING AND LEARNING INSTITUTES ⁸

- L N Welingkar institute of Management Development & Research
- IMTS – Institute Management and Technical Studies
- Engineering and polytechnic colleges across India

AVAILABLE SKILL TRAINING SCHEMES/SCHOLARSHIPS

<http://www.nsdcindia.org/advocacy>

SAMPLE OF TRAINING AND LEARNING COURSES

Coming soon

CAREER PROGRESSION PATH ⁹

Contract Officer, Telephone → Telephone Inspector → Supervisor → Telecommunication Manager → General Manager Communication → Director Communication

Transfer option

- India: Yes
- Abroad: Yes
(*This field to open the relevant job title when clicked)

EXPECTED EARNINGS ¹¹

- For candidates with 1 to 5 years' experience – ₹ 7,000 to ₹ 20,000 per month
 - For candidates with over 5 years' experience – ₹ 20,000 and above per month
- (These figures are indicative and subject to change)*

REQUIRED WORK EXPERIENCE ²

Preferably prior work experience/training in telephone installation and repair required

PROBABLE EMPLOYERS ¹⁴

- Telecom companies
- Private contract employers
- Private and government telephone companies
- Large organizations that have in-house telephone technical teams for offices/plants/factories

PEOPLE'S CORNER

Coming Soon

KEYWORDS ¹¹

- Telecom Technician
- Telephone Installation
- Telephone Maintenance

OCCUPATIONAL CODES AND STANDARDS

Standard	Code	Description
NCO 2015	1330.0200	Contract Officer Telephone
ISCO 2008	1330	Information and Communication Technology Services Manager
NIC 2008	61101; 61102	Activities of basic telecom services: telephone, telex and telegraph (includes the activities of STD/ISD booths); Maintenance of telecom network
QP Reference	NA	NA
NSQF	NA	NA

REFERENCES

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