

JOB ANNOUNCEMENT

**CC Communications is owned & operated by Churchill County, Nevada
An Equal Opportunity Employer**

Chief Operating Officer

Position opens August 20, 2021 and remains open until filled

(Salary placement within the range depends on qualifications and budget constraints)

Plus 100% paid PERS (defined benefit) retirement, health insurance, vacation and sick leave

Applications are invited for the full-time position of Chief Operating Officer (COO) for CC Communications. The COO position manages and oversees the design, installation, operation, and maintenance of the ICT, Managed Data Services, Corporate IT, Field Installation, Field Repair, Network Construction, Network Engineering, Network Operations Center and Outside Plant Engineering work group activities in a multi-enterprise environment to provide service to CC Communications' customers in a productive and cost efficient manner. Position is responsible for the selection, development and assessment of staff; implementation of Company policy and procedures; development and execution of internal operating procedures and methodologies in conjunction with the PMO and coordination of effective communications with all other work groups within Company.

The COO shall be responsible for adhering to the following core values:

- Communicate, actively share knowledge and information
- Accountable, take ownership and responsibility for making, keeping and answering for all commitments to each other and our customers
- Respect, show respect for all
- Cooperate, work as a unified team
- Passionate, passionate about providing employees and customers innovative technology solutions through continual personal and professional growth.

Examples of essential duties and responsibilities includes but not limited to:

1. Oversees departments that plan, design, install, and maintain activities for Long Distance, Telephone, Broadband, and Managed Data Services products to provide service to customers and maintain CC Communications "presence" in the areas we serve.
2. Develops long range plans for the department taking into account new and emerging technologies, regulatory environment, customer demand, system reliability and financial requirements. Works with vendors, contractors and others relevant parties to adapt new technological offerings to services offered by the Company
3. As a member of the Company management team participates in strategic planning and policy development for the Company and identifies system goals, needed policy revisions, and operational procedures.
4. Provides guidance and direction to staff through training and development programs and sound management techniques to direct and oversee employee activities geared to meet department objectives and support employee development. Selects, trains, schedules, evaluates, and when appropriate, disciplines functional supervisors assigned to the department.
5. Develops productivity measures for the various functions within the department and establishes and/or oversees the development and implementation of performance goals and behavioral expectations for department staff. Personally, performs and oversees relevant observations and inspections of functional work requirements of staff.

6. Develops or arranges for programs or activities intended to ensure departmental staff understand and comply with regulations, Company policies, internal procedures and guidelines concerning safety, administration, and work requirements.
7. Directs planning, designing, installing, and maintaining activities for Long Distance, Telephone, Broadband, and Managed Services products to provide service to customers and to maintain CC Communications “presence” in the areas we serve.
8. Develops annual budget for the department researching costs of equipment, supplies and staff needed to complete assigned projects to ensure maximum benefit is achieved for funds expended and all budget variances are discussed with CEO/General Manager. Coordinates budgetary needs of subordinate work units and prepares the annual department budget and interim budgeting comparisons.
9. Responsible for development, implementation and monitoring of internal departmental technical and administrative procedures, service and staff scheduling and salary administration for the Operations Department.

In depth knowledge in technologies, manufacturers, software, and hardware such as:

- Network: topologies, design, maintenance, and implementation
- Network and system security with firewalls, VPN’s and routers
- FTTH standards and protocols
- MEF Standards
- Linux/Unix operating systems and server administration
- Extensive knowledge of PC’s, network hardware, network topology, operating systems, software, printers, gateways, routers, SAN/NAS, tape backup, UPS, patch panels,
- Remote add/drop multiplexers, xDSL protocols and standards, ATM circuits, TDM, Active Ethernet, GPON
- In depth knowledge of Windows Systems including Active Directory and Servers.
- In depth knowledge of server virtualization technologies such as VMware vSphere.
- Knowledge of TCP/IP, BGP, OSPF, Spanning Tree, Mac authentication, Tacacs.
- In depth knowledge of wireless Technologies
- Regulatory compliance; FCC, ARIN, OPUC and CALEA, OSHA
- Knowledge of IP Phone technologies/Services
- Knowledge of WireShark and ethereal sniffer
- Knowledge of Security packages and appliances

EXPERIENCE and/or TRAINING: Any combination of training, education and experience that would provide the required skills, knowledge and abilities needed to perform the assigned duties of the position.

- Completion of the requirements for a bachelor’s degree in Engineering, Electronics, Computer Science, Business, Management or a closely related field or equivalent.
- At least ten (7) years progressively responsible experience in strategic management, designing and meeting long and short-range budgets, designing and implementing work plans, project management, directing multi-functional departments, and evaluating technology and service offerings.
- At least five (5) years experience Developing and cascading the organization’s strategy/mission statement to the lower-ranking staff, and implementing appropriate rewards/recognition and coaching/corrective practices to align personnel with company goals.
- At least five (5) years experience planning by prioritizing customer, employee, and organizational requirements.

- CAPM Certification (Certified Associate of Project Management) attained within 12 months of hire, a PMP (Project Management Professional) is preferred.
- Experience with Virtualization Environment (VMWare or Microsoft Hyper-V preferred), data storage products, (SAN and NAS) and familiar with RMM and MSP platforms.
- Attain OSHA 30 within 6 months of hire.

APPLICATION PROCEDURE:

Application materials are available at *CC Communications*, 50 W. Williams Ave, Fallon, Nevada or online at www.cccomm.net. **You must submit a completed CC Communications employment application and a résumé to CC Communications Human Resources, P.O. Box 1390, Fallon, NV, 89407 or drop off at 50 W. Williams Ave., Fallon, Nevada by the deadline for consideration.**

Résumés will not be accepted in lieu of completing and submitting the proper application materials by the closing date. Failure to submit the proper application materials will remove the candidate from consideration.

Position will remain open until filled. Your application materials must clearly show your qualifications for the position to receive further consideration. Applicants may be required to take a test, submit supplemental material and/or take part in an interview. Successful candidate may be subject to a drug/alcohol screen and a criminal background check.

BENEFITS:

- **Retirement – Public Employee Retirement (PERS)** – A defined benefit plan. Benefit payment is based on the average of the 36 highest consecutive months of service. Company pays 100% of contribution, and employee has no Social Security deduction. Five years to vest.
- Company pays 100% of employee premiums for medical, dental, long-term disability, vision and life insurance. (Dependent coverage available at cost to employee.)
- Deferred Compensation plan allows employee to invest money in Pre-Tax dollars to save for retirement.
- Vacation Leave - starting at 12 days per year.
- Holidays – 12 days per year.
- Sick Leave - 15 days per year.
- Sick Leave Conversion Program—unused sick leave may be converted into retirement service credit.
- Tuition Reimbursement and Computer Purchase Program.
- Supplemental Life Insurance, Wellness and Safety Program, Employee Assistance Program and Credit Union membership are available.

**This announcement is generally descriptive of the duties and qualifications for the job.
It is not to be construed as an expressed or implied contract.**

CC Communications recognizes the fundamental right of applicants and employees to be assessed on merit alone. Therefore, it is the policy of CC Communications to provide equal employment opportunity for all applicants and employees. CC Communications does not sanction or tolerate discrimination in any form on the basis of race, color, religion, age, sex, sexual orientation, national origin, ancestry, medical condition, disability or veteran status.