

Position Title: Telecom Dept Coordinator/Technician

The Telecom Department Coordinator/Technician is responsible for overseeing and maintaining the telephone system at Shree Muktananda Ashram.

Responsibilities include:

- Programming telecom software and documentation
- Planning, designing, and implementing telecommunication-related projects and telecom system upgrades
- Budgeting
- Liaising with telephone companies and other service providers

Qualifications include:

- Minimum of 4 years professional experience in telecommunications
- Experience with (or an aptitude for) general phone repair, phone installation, telecom software, and telecom data network
- Experience with electronics and various types of fiber optic cabling (including their characteristics and performance)
- Familiar with the standard sections covered by the Electronic Industries Association and the Telecommunications Industries Association (EIA/TIA).
- Able to maintain telecom-related databases in addition to basic computer skills (Microsoft Word, Excel)
- Self-motivated, with an ability to organize and manage a department
- Good communication skills

If you are interested in this seva role, please contact the Gurukula office at gurukula@syda.org for a more complete seva description and an application.