

Code	Version	Name	Last Update
H.150	V1.2	Job Description	31 - Oct - 2014

## Surveillance Engineer

Division/Department:	Security	Reference number AD-01112016
Location:	Baghdad	
*Is requires travel?:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Job Title:	Technical Engineer	
Reports to:	PD	Title: Technical Engineer
Salary	Depend on Interview	
Duration	One year	

Type of position:	<input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Contractor
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### General Description

Surveillance Engineer responsibility of the Surveillance system to maintain the CCTV Closed Circuit Television system that includes monitoring and maintenance of all cameras, Digital Recording system, Servers which were AxonSoft installed inside and the access control system. Security and Surveillance operation regulations are met at all times. In addition will responsible for the following tasks but not limited to:

- Install, maintain, or repair security systems, alarm devices, or related equipment, following blueprints of electrical layouts and building plans.
- Install, maintain, or repair MS Windows administration servers and MySQL administration servers.
- Mount and fasten control panels, door and window contacts, sensors, or video cameras and attach electrical and telephone wiring to connect components.
- Demonstrate systems for customers and explain details, such as the causes and consequences of false alarms.
- Test and repair circuits and sensors, following wiring and system specifications.
- Feed cables through access holes, roof spaces, or cavity walls to reach fixture outlets, positioning and terminating cables, wires, or strapping.
- Examine systems to locate problems, such as loose connections or broken insulation.
- Test backup batteries, keypad programming, sirens, or other security features to ensure proper functioning or to diagnose malfunctions.
- Drill holes for wiring in wall studs, joists, ceilings, or floors.
- and study work orders, building plans, and installation manuals to determine materials requirements and installation procedures.

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- Consult with clients to assess risks and to determine security requirements.
- Mount raceways and conduits and fasten wires to wood framing, using staplers.
- Adjust sensitivity of units, based on room structures and manufacturers' recommendations, using programming keypads.
- Keep informed of new products and developments.
- Order replacement parts.
- Prepare documents, such as invoices or warranties.
- Provide customers with cost estimates for equipment installation.
- Take care about IT environment for office and all topics related to company.

## Tools & Technology

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| <ul style="list-style-type: none"> <li>• Electronic mail software</li> <li>• Graphics or photo imaging software</li> <li>• Internet browser software</li> <li>• Network conferencing software</li> <li>• Office suite software</li> <li>• Operating system software</li> <li>• Presentation software</li> <li>• Project management software</li> <li>• Spreadsheet software</li> <li>• Video conferencing software</li> <li>• Word processing software</li> <li>• Desktop computers</li> <li>• Dictation machines</li> <li>• Digital cameras</li> </ul> | <ul style="list-style-type: none"> <li>• Personal computers</li> <li>• Scanners</li> <li>• Typewriters</li> <li>• Calendar and scheduling software</li> <li>• Document management software Adobe Systems Adobe Acrobat Hot technology ; Adobe Systems Adobe Reader</li> <li>• Computer aided design CAD software</li> <li>• Map creation software (like google map)</li> <li>• Network monitoring software Traceroute</li> </ul> |
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## Knowledge

- **Public Safety and Security** Knowledge of relevant equipment, policies, procedures, and strategies to promote effective local, state, or national security operations for the protection of people, data, property, and institutions.
- **Communications and Media** Knowledge of media production, communication, and dissemination techniques and methods. This includes alternative ways to inform and entertain via written, oral, and visual media.
- **English Language** Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.
- **Building and Construction** Knowledge of materials, methods, and the tools involved in the construction or repair of houses, buildings, or other structures such as highways and roads.
- **Customer and Personal Service** Knowledge of principles and processes for providing customer and personal services. This includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.
- **Administration and Management** Knowledge of business and management principles involved in resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources.
- **Mathematics** Knowledge of arithmetic, algebra, geometry, calculus, statistics, and their applications.
- **Engineering and Technology** Knowledge of the practical application of engineering science and technology. This includes applying principles, techniques, procedures, and equipment to the design and production of various goods and services.
- **Design** Knowledge of design techniques, tools, and principles involved in production of precision technical plans, blueprints, drawings, and models.
- **Physics** Knowledge and prediction of physical principles, laws, their interrelationships, and applications to understanding fluid, material, and atmospheric dynamics, and mechanical, electrical, atomic and sub- atomic structures and processes.
- **Mechanical** Knowledge of machines and tools, including their designs, uses, repair, and maintenance.
- **Computers and Electronics** Knowledge of circuit boards, processors, chips, electronic equipment, and computer hardware and software, including applications and programming.

## Skills

- **Active Listening** Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- **Speaking** Talking to others to convey information effectively.
- **Coordination** Adjusting actions in relation to others' actions.

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- **Social Perceptiveness** Being aware of others' reactions and understanding why they react as they do.
- **Time Management** Managing one's own time and the time of others.
- **Writing Communicating** effectively in writing as appropriate for the needs of the audience.
- **Critical Thinking** Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- **Reading Comprehension** Understanding written sentences and paragraphs in work related documents.
- **Persuasion** Persuading others to change their minds or behavior.
- **Complex Problem Solving** Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.

## Abilities

- **Oral Comprehension** The ability to listen to and understand information and ideas presented through spoken words and sentences.
- **Oral Expression** The ability to communicate information and ideas in speaking so others will understand.
- **Speech Clarity** The ability to speak clearly so others can understand you.
- **Written Expression** The ability to communicate information and ideas in writing so others will understand.
- **Speech Recognition** The ability to identify and understand the speech of another person.
- **Written Comprehension** The ability to read and understand information and ideas presented in writing.
- **Deductive Reasoning** The ability to apply general rules to specific problems to produce answers that make sense.
- **Near Vision** The ability to see details at close range (within a few feet of the observer).
- **Problem Sensitivity** The ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.
- **Inductive Reasoning** The ability to combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events).

## Work Activities

- **Getting Information** Observing, receiving, and otherwise obtaining information from all relevant sources.
- **Communicating with Persons Outside Organization** Communicating with people outside the organization, representing the organization to customers, the public, government, and other external sources. This information can be exchanged in person, in writing, or by telephone or e-mail.

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- **Communicating with Supervisors, Peers, or Subordinates** Providing information to supervisors, co-workers, and subordinates by telephone, in written form, e-mail, or in person.
- **Interacting With Computers** Using computers and computer systems (including hardware and software) to program, write software, set up functions, enter data, or process information.
- **Thinking Creatively** Developing, designing, or creating new applications, ideas, relationships, systems, or products, including artistic contributions.
- **Establishing and Maintaining Interpersonal Relationships** Developing constructive and cooperative working relationships with others, and maintaining them over time.
- **Developing Objectives and Strategies** Establishing long-range objectives and specifying the strategies and actions to achieve them.
- **Updating and Using Relevant Knowledge** Keeping up-to-date technically and applying new knowledge to your job.
- **Making Decisions and Solving Problems** Analyzing information and evaluating results to choose the best solution and solve problems.
- **Organizing, Planning, and Prioritizing Work** Developing specific goals and plans to prioritize, organize, and accomplish your work.
- **Drafting, Laying Out, and Specifying Technical Devices, Parts, and Equipment** Providing documentation, detailed instructions, drawings, or specifications to tell others about how devices, parts, equipment, or structures are to be fabricated, constructed, assembled, modified, maintained, or used.
- **Analyzing Data or Information** Identifying the underlying principles, reasons, or facts of information by breaking down information or data into separate parts.
- **Communicating with Supervisors, Peers, or Subordinates** Providing information to supervisors, co-workers, and subordinates by telephone, in written form, e-mail, or in person.
- **Estimating the Quantifiable Characteristics of Products, Events, or Information** Estimating sizes, distances, and quantities; or determining time, costs, resources, or materials needed to perform a work activity.

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## Detailed Work Activities

- Install MS windows server, MySQL servers and make configuration with software.
- Install and configure AxxonSoft with MS windows and MySQL.
- Talk with PD and PM also technical support from AxxonSoft side in order to solve a problems.
- Install electrical components, equipment, or systems. See more occupations related to this activity.
- Explain use of products or services. See more occupations related to this activity.
- Position equipment using hand tools, power tools, or heavy equipment. See more occupations related to this activity.
- Repair electrical components. See more occupations related to this activity.
- Repair electrical circuits or wiring. See more occupations related to this activity.
- Test electrical circuits or components for proper functioning. See more occupations related to this activity.
- Inspect equipment to locate or identify electrical problems. See more occupations related to this activity.
- Lay cables to connect equipment. See more occupations related to this activity.
- Inspect safety equipment to ensure proper functioning. See more occupations related to this activity.
- Drill holes in parts, equipment, or materials. See more occupations related to this activity.
- Determine types of equipment, tools, or materials needed for jobs. See more occupations related to this activity.
- Plan work procedures. See more occupations related to this activity.
- Document operational activities. See more occupations related to this activity.
- Confer with customers or users to assess problems. See more occupations related to this activity.
- Run wiring to connect equipment. See more occupations related to this activity.
- Adjust equipment to ensure optimal performance. See more occupations related to this activity.
- Estimate costs for labor or materials. See more occupations related to this activity.
- Order materials, supplies, or equipment. See more occupations related to this activity.

## Work Context

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| <ul style="list-style-type: none"> <li>• Telephone</li> <li>• Electronic Mail</li> <li>• Contact With Others</li> <li>• Indoors, Environmentally Controlled</li> <li>• Outdoors, Environmentally Controlled</li> <li>• Face-to-Face Discussions</li> </ul> | <ul style="list-style-type: none"> <li>• Deal With Physically Aggressive People</li> <li>• Outdoors, Exposed to Weather</li> <li>• Work Schedules</li> <li>• Spend Time Using Your Hands to Handle, Control, or Feel Objects, Tools, or Controls</li> </ul> |
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| <ul style="list-style-type: none"> <li>• Spend Time Sitting</li> <li>• Importance of Being Exact or Accurate</li> <li>• Importance of Repeating Same Tasks</li> <li>• Work With Work Group or Team</li> <li>• Structured versus Unstructured Work</li> <li>• Letters and Memos</li> <li>• Deal With External Customers</li> <li>• Coordinate or Lead Others</li> <li>• Time Pressure</li> <li>• Freedom to Make Decisions</li> <li>• Duration of Typical Work Week</li> <li>• Spend Time Making Repetitive Motions</li> <li>• Deal With Unpleasant or Angry People</li> <li>• Frequency of Decision Making</li> <li>• Responsibility for Outcomes and Results</li> <li>• Level of Competition</li> <li>• Impact of Decisions on Co-workers or Company Results</li> </ul> | <ul style="list-style-type: none"> <li>• Frequency of Conflict Situations</li> <li>• Degree of Automation</li> <li>• Spend Time Standing</li> <li>• Consequence of Error</li> <li>• Public Speaking</li> <li>• Spend Time Kneeling, Crouching, Stooping, or Crawling</li> <li>• In an Enclosed Vehicle or Equipment</li> </ul> |
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## Education

- Bachelor's degree, Applicant should be graduated from 10%.

## Work Styles

- **Attention to Detail** Job requires being careful about detail and thorough in completing work tasks.
- **Integrity** Job requires being honest and ethical.
- **Analytical Thinking** Job requires analyzing information and using logic to address work-related issues and problems.
- **Dependability** Job requires being reliable, responsible, and dependable, and fulfilling obligations.
- **Initiative** Job requires a willingness to take on responsibilities and challenges.
- **Innovation** Job requires creativity and alternative thinking to develop new ideas for and answers to work-related problems.
- **Achievement/Effort** Job requires establishing and maintaining personally challenging achievement goals and exerting effort toward mastering tasks.
- **Cooperation** Job requires being pleasant with others on the job and displaying a good-natured, cooperative attitude.
- **Adaptability/Flexibility** Job requires being open to change (positive or negative) and to considerable variety in the workplace.

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- **Persistence** Job requires persistence in the face of obstacles.

## Work Styles

- Occupations that satisfy this work value allow employees to provide service to others and work with co-workers in a friendly non-competitive environment. Corresponding needs are Co-workers, Moral Values and Social Service.
- Occupations that satisfy this work value offer supportive management that stands behind employees. Corresponding needs are Company Policies, Supervision: Human Relations and Supervision: Technical.
- Occupations that satisfy this work value are results oriented and allow employees to use their strongest abilities, giving them a feeling of accomplishment. Corresponding needs are Ability Utilization and Achievement.
- Occupations that satisfy this work value allow employees to work on their own and make decisions. Corresponding needs are Creativity, Responsibility and Autonomy.
- Occupations that satisfy this work value offer advancement, potential for leadership, and are often considered prestigious. Corresponding needs are Advancement, Authority, Recognition and Social Status.

Email to send CV	info@aden-iq.com
Date Posted:	10 <sup>th</sup> Dec 2016
Date Hired:	15 <sup>th</sup> Dec 2016
Expire	After twenty days from hiring (5 <sup>th</sup> Jan 2017)