



## CAREERS AT IRD

### FIELD REPRESENTATIVE

**DEPARTMENT:** Field Services

**RECEIVES DIRECTION FROM:** Sr. Mgr., Field Services

**LOCATION:** Will be based in the Ontario, Chino Hills, Rancho Cucamonga area in the eastern Los Angeles basin to provide maintenance and service for approximately 178 highway traffic data collection sites across California. Responsibility for the maintenance and services is shared in California, and will provide maintenance and service for the sites in the southern half of California.

#### RESPONSIBILITIES:

- Executing planned routine field maintenance and responding for emergency service work
- Maintaining client relations - by communication and training customers on the use of the systems (equipment and software)
- Responding to any faults found at any of the sites, while meeting the time defined in the contracts
- Accurate and detailed record keeping of installation service work in IRD's format on-site record and electronically (using a web-based service ticket reporting tool), including digital photographs and measurements from the in-road sensors
- Verification of calibration of the electronics and in-road sensors
- Supervising and coordinating subcontractors' work for installations, repairs and re-installations
- Installation and integration of new and replacement equipment
- Hands on supervision of in-road and roadside civil construction activities (ensuring that the in-road sensors and related equipment are installed to the required specifications and engineering drawings)
- Integration of the roadside electronics, specialized testing, initial calibration, and set-up of parameters through software menus
- On-site project management including work scheduling (this is done in coordination with the Project Management team in Saskatoon, Saskatchewan, Canada, to ensure a smooth flow of information and efficient delivery of IRD systems to our customer)
- Post-installation drawing and specification inspection (comparing the engineering drawings and specifications to the installed system and providing the information for the creation of as-built record drawings).
- Work with people from other areas of the company (ex. Technical Support, Engineering, Sales, Manufacturing, etc) to resolve any technical, design or functional issues from testing phase through to completion and acceptance onsite

[jobs@irdinc.com](mailto:jobs@irdinc.com)

*IRD is an Equal Opportunity Employer.*



## CAREERS AT IRD

### SKILLS REQUIRED:

- Solid electronic troubleshooting background with previous experience using software programs and test equipment such as Multimeters, LCR Meters, Meggers, and Scope Meters to diagnose and repair sensors and equipment malfunctions
- Strong working knowledge of software and hardware applications in a Linux/Unix, DOS & Microsoft Windows based environment
- Use hand tools such as crimping pliers, screwdrivers, soldering irons, and wrenches
- Ability to do heavy lifting (up to 65lbs) and climb and work from a ladder
- Ability to work in all kinds of weather with extreme temperatures, wind, noise, dirt, and other hazards
- Excellent work record of self-motivation, judgment, productivity, and safety
- Excellent verbal and written communication skills
- Good customer service skills
- Good organization, time management, and project management skills
- Strong supervisory skills
- Ability to work well independently and with a team
- Ability to work with Microsoft Office (Excel, Word, Outlook, etc.)

### EDUCATION AND EXPERIENCE:

- Minimum of 1-3 years of Field experience
- Possess formal training or education in electronics technology
- Construction background would be considered an asset
- Experience working with hand tools would be considered an asset
- Experience with electronics
- Must be able to obtain/possess a valid passport and be able to travel to Canada
- Must possess a valid credit card
- A valid Drivers' License and clean driving record is required as a condition of employment

Please indicate position '**SV-FR1103-CA** in your cover letter and subject line.

If you are interested in applying at IRD, a resume should be forwarded in confidence to Human Resources:

702 43rd Street East  
Saskatoon, SK S7K 3T9,

fax: 306-653-6609 or email: [jobs@irdinc.com](mailto:jobs@irdinc.com)

[jobs@irdinc.com](mailto:jobs@irdinc.com)

*IRD is an Equal Opportunity Employer.*