



# NON-SWORN MEMBER VACANCY

*The Kansas City Missouri Police Department employment practices are designed to hire, promote, and assign members without discrimination on the basis of race, color, national origin, limited English proficiency, sex, sexual orientation, gender identity, age, religion, disability, or low-income level.*

**DATE:** August 22, 2025

**JOB VACANCY MEMORANDUM NO.** 25-30

**TITLE:** Computer Services Specialist I, Camera Support Technician

**ELEMENT OF ASSIGNMENT:** Information Services Division

**PAY RANGE:** 52

**STARTING MONTHLY SALARY:** \$4,011

**VACANCY STATUS:** Vacant

**EXPIRATION DATE:** September 5, 2025

## **REQUIREMENTS:**

To coordinate, configure, install, test, and troubleshoot video cameras, ALPR cameras, and the Genetec Video Management System.

### **Essential Job Functions:** (Functions essential to attaining job objectives.)

1. Provide tier 1 technical assistance and problem solving to users of the Genetec Video Management System. Maintain work tickets, requests and tasks as reported.
2. Install, troubleshoot, and maintain internal facility video cameras, external video cameras, ALPR cameras, and wireless broadband backhaul solutions.
3. Review the needs & compatibility, provide cost estimates, technical advice, and standards & procedures, for camera related infrastructure to include cellular routers, switches, and wireless radios.
4. Maintain ALPR Section inventory of computers, cameras, peripheral equipment, and provide documentation of fixed assets for the department's inventory.

5. Maintain reliable and predictable attendance. Must have the ability to work flexible hours and willingness to respond to crime scenes and critical incidents.
6. Perform related duties as required.
7. This class specification should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA) as amended by the Amendments Act of 2008 (ADAAA); and the Missouri Human Rights Act (MHRA).

**Job Standards:** (Minimum qualifications needed to perform essential functions.)

To successfully perform the essential functions of this position, the incumbent must possess a high school diploma or equivalent, and have technical computer training.

The position requires a minimum of one year of experience in personal computer installation & support or video camera installation & support.

Incumbent must be knowledgeable with local area network installation and administration.

Additionally, incumbent must be able to obtain the CompTIA A+ certification by the completion of the six month probationary period.

**Physical Requirements:** The incumbent must be able to lift up to 50 pounds, bend, kneel, and climb stairs and ladders with equipment on a daily basis.

Incumbent must be able to work in all types of weather conditions when outdoors deploying electronics.

Incumbent must have the ability to establish and maintain effective working relationships with department members, vendors, and the public.

A valid drivers license and a good driving record is required.

**Job Location:** (Place where work is performed.)

Position operates in a standard office environment 50% of the time; remaining 50% is spent in a vehicle, outdoors, and at other department facilities.

**Equipment:** (Machines, devices, tools, etc., used in job performance.)

- Personal computers, switches, cellular routers, and peripherals
- Video and ALPR Cameras
- Network cabling and cable testers
- Haulote Bil-Jax Lift (37 feet in the air)

All department members interested in being interviewed for the above position must submit a copy of their Request for Transfer, Form 4 P.D. to the Human Resources Division (HRD). The original Request for Transfer form must be submitted through the member's chain of command for endorsement and upon completion, forwarded to the HRD. In addition, another copy of the Request for Transfer, resume and a completed Selection Process Candidate Review Form, Form 417 P.D. (with chain of command endorsements) must be submitted directly to **Sergeant Lance Lenz, ALPR Section** by **SEPTEMBER 5, 2025**.

Outside applicants interested in being considered for the position must submit a cover letter and a resume to [Mindy.Davis@kcpd.org](mailto:Mindy.Davis@kcpd.org) by **SEPTEMBER 5, 2025**.

All members must obtain a residence within 30 statute (air) miles of the nearest Kansas City, Missouri city limit within the state of Missouri during the full term of their employment with the Department.

<https://kcpd.maps.arcgis.com/apps/instant/lookup/index.html?appid=2e0311b882d84e6cb8ed17fc15539761>

Selected applicants who meet all of the qualifications will be contacted individually to schedule an interview. Selected applicants must submit to a TABE Test, CVSA, post-offer physical examination and routine drug screen.

***Captain Justin Pinkerton***

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Commander, Employment Unit