



Job Title: RF Technical Analyst/Report Writer

Waterford Consultants is a regulatory, compliance company for the telecommunications industry. We are currently seeking candidates for the position of RF Technical Analyst/Report Writer. This position will be responsible for developing and delivering various compliance reports to our wireless clients. The essential requirements of the position include but are not limited to: an intermediate knowledge of Microsoft Office products such as Excel, Word and Outlook, analytical skills for deciphering data from multiple sources, basic navigation concepts of a computer, the ability to write cohesive sentences in a technical fashion and the aptitude to learn proprietary software at a quick pace. In addition, we are looking for self-motivated, ethical and responsible candidates that want to excel in a team-based, friendly and rewarding environment.

This candidate must have the necessary skills:

- Intermediate Knowledge of Microsoft Office
- Excel, Word and Outlook skills are highly needed.
- Ability to multitask and navigate multiple windows.
- Analytical skills are a must with the amount of data that we have for each project. This candidate must be able to cypher through multiple sources of data and use the training to determine proper data usage.
- Knowledge of drawing functions
- We have proprietary software that model wireless sites. Training will be provided.
- Basic navigation concepts of a computer
- Ability to communicate effectively with team members
- Ability to write cohesive sentences in a technical fashion.

Essential Duties and Responsibilities

- The candidate will be responsible to determine and develop compliance reports for specific clients.
- Use work related training material to help complete daily tasks
- Work under general supervision
- Work in a highly fluent work environment.
- Be proactive when questions/issues or complexities arise.
- Exercise self-motivation and great work ethic as the rest of the team.