7403 N. Kelley Ave., Oklahoma City, OK 73111

JOB OPENING NOTIFICATION

POSITION: Digital Network Specialist Assistant
ISSUED: November 2026
CLOSE: Until filled

The **Oklahoma Educational Television Authority (OETA)** is seeking a dedicated and technically proficient **full-time Digital Network Specialist Assistant** to join our engineering team in **Oklahoma City**. In his role, you will serve as a key point of contact for technical support, ensuring our systems run smoothly and efficiently. You will bridge the gap between general IT support and specialized broadcast technology, providing hands-on assistance to our team.

RESPONSIBILITIES

- Provide comprehensive IT support to users in person, via phone, and through remote desktop tools.
- Install, maintain, repair, and upgrade computer hardware and software systems.
- Troubleshoot and resolve everyday issues regarding printing, email, word processing, and other common applications.
- Provide configuration and technical assistance for company-issued mobile devices.
- Assist in managing user accounts and keeping systems updated with the latest security and software patches.
- Directly assist the Engineering team in the management and support of critical broadcast infrastructure, including:
    - Editing Systems
    - Automation & Transmission Systems
    - Remote Monitoring and Telemetry Systems
- Act as a liaison between customers and technical teams, escalating complex issues when necessary.
- Participate in a weekly on-call rotation as directed by the VP of Engineering.
- Additional Duties: Provide support on special projects and tasks as assigned by the VP of Engineering.

PREFERRED QUALIFICATIONS

- Experience: Minimum of 2 years of relevant experience or an equivalent combination of technical training and education.
- Certification: SBE (Society of Broadcast Engineers) certification is highly preferred.
- Problem Solving: Strong ability to diagnose and resolve hardware and software conflicts in a fast-paced environment.
- Communication: Excellent interpersonal skills with the ability to explain technical concepts to non-technical users.

COMPENSATION
Salary ranges from $49,000 to $61,000. A generous benefit package including health, leave, retirement, and more is included.

HOW TO APPLY: Send cover letter, application, and resume to OETA, Human Resources, P.O. Box 14190, Oklahoma City, OK 73113, (405) 848-8501. Applications can be submitted online at www.oeta.tv or in person at 7403 N Kelley Avenue, Oklahoma City. Please provide professional references.

OETA IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER.