

DEL MAR UNION SCHOOL DISTRICT

CLASS TITLE: NETWORK SYSTEMS TECHNICIAN

BASIC FUNCTION:

Under the direction of the Director of Technology, coordinate the implementation and maintenance of operations supporting a complex local area network (LAN) and wide area network (WAN) system at a school site or central office and provide training and technical assistance to staff related to the operation of the system.

REPRESENTATIVE DUTIES:

- Assist in coordinating the implementation and maintenance of a local area network (LAN) and wide area network (WAN).
- Install workstation hardware and related equipment.
- Install and configure workstation software.
- Monitor and maintain the system and data connections to various resources.
- Troubleshoot and isolate problems of microcomputers and printers and determine if problem is related to hardware, software, or connection.
- Make minor corrections or contact district support staff or vendors for resolutions to problems.
- Follow up on service requests from users for changes and additions to network.
- Provide software training and technical assistance to support staff in the operation of the system.
- Provide basic support services, including training pupil assistants and staff in the use and maintenance of equipment and other related responsibilities.
- Direct the work of temporary staff as assigned; evaluate work of pupil assistants.
- Maintain inventories.
- Perform related duties as assigned

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Technical aspects of LAN/WAN hardware and software
- A variety of operating systems, languages, and applications
- Network components, wiring and cabling methods, concepts, and various applications.
Software and hardware tools
- Basic copyright laws
- Reading and writing English communication skills

ABILITY TO:

- Maintain and troubleshoot network systems and identify and correct problems.
- Ability to provide proper care and maintenance of computer equipment and to maintain inventories.
- Operate standard office equipment including microcomputers and related software applications.
- Communicate effectively orally and in writing.
- Establish and maintain effective working relationships with others.

- Plan and organize work.
- Work with minimum direction.
- Meet schedules and time lines.
- Maintain records.
- Read, apply, and explain rules, regulations, policies, and procedures.

EDUCATION AND EXPERIENCE:

Any combination of training, experience, and/or education equivalent to completion of high school supplemented by satisfactory completion of courses in the use of microcomputers and applications, data communications technology, networking, problem determination, experience implementing and maintaining a network system such as Active Directory, Microsoft, or Macintosh. A+, Network+. Cisco Certification highly desired.

LICENSES AND OTHER REQUIREMENTS:

- Possession of a Certified Netware Administrator rating or equivalent is desired.

WORKING CONDITIONS:

ENVIRONMENT:

- Indoor office or classroom setting.
- Travel between school locations.

PHYSICAL DEMANDS:

- Dexterity of hands and fingers to operate a computer keyboard and other office equipment
- Good listening and speaking skills
- Ability to read a variety of materials
- Bending at the waist, kneeling or crouching to file materials
- Sitting or standing for extended periods of time
- Lifting and transporting items weighing up to fifty pounds
- Occasionally working on a ladder

HAZARDS:

- Working at heights (ladder) inside or outside.
- Electrical Power supply and low voltage equipment.
- Working in cramped areas with limited ventilation.

TERMS OF EMPLOYMENT:

Valid Driver's License, drive a vehicle to conduct work, Criminal Justice Department and Federal Bureau of Investigation Fingerprint Clearance, Physical and TB Clearance. Fingerprints and physical will be at district expense and must be obtained at district contracted facility.

SALARY:

Placement on the Classified Salary Schedule on Range 31.