

RIVERSIDE UNIFIED SCHOOL DISTRICT

CLASS TITLE: NETWORK SPECIALIST

WORK YEAR: 12 Months

VACATION: 27 Days

SALARY: Range 10

REPORT TO: Director of Network Services

BASIC FUNCTION:

Under direction of the Director of Network Services the incumbent will test, install, and maintain network operating systems, desktop operating systems and active network hardware. The incumbent should have strong Microsoft NT and windows skills. The incumbent will be required to design, test and install complex LAN/WAN equipment including but not limited to routers, hubs, switches and CSU/DSU. The incumbent will install and configure Network operating systems including but not limited to Microsoft NT, Novell Netware and UNIX. The incumbent will install and configure workstations for network connectivity. The incumbent will monitor and report on network performance using best of breed performance and monitoring tools such as HP Openview.

REPRESENTATIVE DUTIES:

Interfaces with telecommunications providers to trouble shoot data communications problems.

Provide technical support to computer operations, systems and software and NIS staff in the area of networking.

Configure, install and maintain Network Operating Systems on RUSDnet.

Provide guidance and training for junior level staff of NIS.

Plan, direct and control medium to large scale networking projects, including the coordination of resources.

Provide regular network status to Director of Network Services.

Implement procedures, policies and practices to ensure maximum availability of the network.

Provide on-call support for network problems.

Make formal presentations to senior management.

Make hardware and software recommendations to NIS senior management.

Stay abreast of technological changes as it relates to networking.

Take proactive steps to prevent network outages and bottlenecks.

Design, configure, install and maintain network security.

Other duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Windows NT

Novell Netware

Cisco Routers

Data Communications

ABILITY TO:

Solve complex network problems independently.

Ability to formulate plans and articulate them verbally and in writing.

Install and configure popular Network operating systems.

Diagnose complex data communication problems.

Maintain effective working relationships with others.

Understand and carry out oral and written instructions.

Understand client server technology.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to: graduation from and accredited university with an emphasis in Computer Science, Business Information Systems or Engineering and five years experience. An advance degree is desirable. In addition a CNE/CNA and/or MCSE will be given special consideration.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

ENVIRONMENT:

Indoors with some travel to other District sites.

Must provide own transportation to conduct work.

PHYSICAL ABILITIES:

Seeing to perform activities

Hearing and speaking to exchange information.

Lifting to move computer equipment

Dexterity of hands and fingers to operate a computer keyboard.