

CENTRAL VALLEY SCHOOL DISTRICT
Job Description

TITLE: Network Technician 1

GENERAL SUMMARY

Maintain and monitor current wired and wireless network infrastructure, configure and maintain network management equipment and software, design and build network configuration profiles, recommend hardware and software upgrades, maintain and monitor network security policies. Provide leadership in the installation and management of wide area links, VoIP telephone systems, security cameras, card access control and any other IP based technologies that require network support. Lead and coordinate all network support resources and projects with the Network Technician 2 position to provide comprehensive network support for the district.

ESSENTIAL JOB FUNCTIONS

1. Provides leadership, supervises and assigns work and oversees all projects within the network infrastructure.
 2. Supervise and organize Network Technician 2 work projects, schedule and monitor progress while coordinating additional tasks with the Director of Technology.
 3. Train Network Technician 2 personnel for duties required on work site.
 4. Responsible for all networking support and projects, network related security and configuration changes including all network compliance issues.
 5. Maintain accurate inventory records of all network hardware and software licensing.
 6. Design, analyze, implement, and document network hardware and software.
 7. Deal with problems in a fair and positive manor as they arise.
 8. Provide written and verbal reports to the Director of Technology as requested.
 9. Maintain district LAN/WAN/wireless infrastructure. Support and configure network equipment, including routers, switches, fiber and T-1 lines, wireless access points and controllers.
 10. Maintain and monitor network software including, but not limited to, IMC Management Platform, PRTG, The Dude, Airwave, Aruba Mobility Controller, and JAMF.
 11. Maintain connectivity to all wired and wireless IP devices on the district LAN.
 12. Evaluate, implement and maintain security needs of district to provide high level of availability, reliability and confidentiality.
 13. Collaborate with vendors for systems integrations such as phones, data, video, security cameras, access control, intrusion detection, and firewall.
 14. Coordinate efforts with support vendors on issues related to web filter and firewall.
 15. Perform installations and upgrades to network operating systems and hardware.
 16. Assist and conduct troubleshooting and repair of network and infrastructure wiring issues.
 17. Maintain network equipment inventory and coordinate the processing of all warranty issues and equipment returns with vendors.
 18. Maintain a variety of written and electronic files and/or records (e.g. event logs, security access, hardware specifications, vendor lists, etc.) for the purpose of documenting department and district activities, tracking property, and providing audit trails.
 19. Communicate effectively with internal and district staff to identify needs and evaluate alternative solutions for the purpose of resolving issues and providing guidance on future implementations.
 20. Complete assigned projects with a high degree of quality while meeting deadlines.
 21. Exhibit confidentiality, ownership and initiative.
 22. Perform other duties as required by the Director of Technology Services.
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REPORTING RELATIONSHIPS

This position reports to the Director of Technology Services

MENTAL DEMANDS

Experiences frequent interruptions; required to meet inflexible deadlines; requires concentration and attention to detail; may occasionally deal with distraught or difficult individuals. Must be able to maintain a “customer first” attitude when under stress.

PHYSICAL DEMANDS

Required to sit for prolonged periods; exposed to visual display terminal for prolonged periods; dexterity and precision required in the operation of a computer. Must be able to lift at least 70 pounds.

QUALIFICATIONS

1. Required:

- a. Two year plus degree in Computer Science/Electronics/Network arena or 4 or more years work experience in networking technology in an enterprise environment.
- b. Experience in project management and monitoring including the assignment and overseeing of projects in a team environment.
- c. Knowledge and experience configuring and maintaining network switching architecture that provides connectivity to all IP based devices (not limited to: intercom systems, door access control, alarms, VoIP, WAPs) which are critical to the day to day operation of the district.
- d. Demonstrated skill in configuring, managing, and troubleshooting routed enterprise networks in both traditional and fiber environments.
- e. Knowledge and experience with LAN/WAN issues in a large multi-site environment.
- f. Knowledge and experience with wireless deployments in a large multi-site environment.
- g. Knowledge of IP addressing and VLAN configurations and best practices.
- h. Experience with switch and router configurations and best practices.
- i. Experience with VoIP technologies including configuration and maintenance of hardware and server side integration and switch configuration (i.e. QOS) for VoIP deployments.
- j. Experience with IP based security cameras and related security software and all related server hardware configuration and maintenance.
- k. Effective written and oral communication skills.
- l. Demonstrated ability to coordinate effectively with district personnel and management at all levels.
- m. Excellent problem solving and analytical skills.
- n. Must be able to work effectively as a member of a team.
- o. Access to reliable personal transportation and possess a valid driver’s license.
- p. Ability to work flexible hours including working approved overtime when necessary.
- q. Maintain confidentiality and display ethical behavior.

2. Demonstrate ability to:

- a. Maintain an enterprise class network in a large multi-site environment.
- b. Manage and monitor an enterprise class wireless infrastructure.
- c. Configure and maintain LAN/WAN switching architecture.
- d. Configure maintain wireless networks and access points.
- e. Solve network and connectivity issues by employing a variety of resources.
- f. Manage and coordinate outside vendor projects and scheduled maintenance.
- g. Work cooperatively with other members of the department and district.
- h. Facilitate project management and monitor progress of projects.

Network Technician 1

- i. Maintain accurate records.
- j. Effectively use the Microsoft suite of productivity tools including Excel and Visio.

3. Desired:

- a. Experience with iPad deployment and management.
 - b. Working knowledge of Aruba wireless technologies.
 - c. Working knowledge of HP switching architecture.
 - d. Experience configuring and maintaining NPS.
 - e. Experience working with Active Directory.
 - f. Current professional networking certifications.
 - g. Experience supporting networking hardware and software in an educational setting.
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UNIT AFFILIATION

PSE - Technical

CONDITIONS

The preceding list of essential functions is not exhaustive and may be supplemented as necessary.

CLASSIFICATION HISTORY

Created 03/16