

Crane Elementary School District 13

Network Services Manager (12969)

JOB POSTING

Job Details

Title **Network Services Manager**
Posting ID **12969**
Description **TITLE:** Network Services Manager

QUALIFICATIONS:

Bachelor's degree in computer science or related field AND three (3) years' work experience in local and wide area network systems management in an IP environment including the designing, development, installation and implementation of file storage, routing, switching, IP telephone/video and wireless products; OR any equivalent combination of education and experience that would provide the above noted knowledge, skills and abilities. Certifications as a Certified Network Administrator, and/or CompTIA's A+, Network+ and Security+, or similar, are preferred.

Knowledge of:

- District and Department policies and procedures;
- Computer network domains, technologies, and protocols;
- Networked systems access and security guidelines and procedures;
- Network performance tuning techniques;
- Basic principles and practices of budget preparation and administration;
- Installation, configuration and maintenance of routers, Ethernet switches, wireless access points, VPN concentrators and firewall devices;
- Current trends and information sources for managing network systems;
- Project planning and management principles;
- System backup and recovery procedures and techniques;
- Principles and practices of safety management;
- Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases;
- Pertinent local, state and federal laws, ordinances, codes, and rules.

Skill in:

- Plan, organize, and direct the activities of a departmental operation consisting of multiple support locations and staff personnel;
- Assessing and prioritizing multiple tasks, projects, and demands;
- Supervise staff in a respectful, supportive manner;
- Demonstrated professional-level technical proficiency in network administration and command line interface of network, telecommunication and/or security appliance equipment;

LICENSE AND CERTIFICATION REQUIREMENTS

A valid State Driver's License may be required.

CHARACTERISTIC DUTIES:

- Supervises and provides technical leadership and guidance to network services staff; ensures compliance with policies and regulations, and that all issues are addressed and resolved;
- Hires, trains, and supervises the network services staff; ensures that the staff is empowered to exercise initiative and work creatively, participate productively in inter-departmental and inter-divisional teams, engage in regular professional development activities, and cooperate and communicate well with others;
- Manages the network systems of the district, operational activities of the District-wide Data/Voice/Video network, including design, installation, configuration, maintenance, and security;

- Analyzes network functions and evaluates the services provided; develops plan of action and recommendations; identifies milestones and issues to be addressed, and generates reports as required;
- Ensures the provision of comprehensive, integrated, reliable, high-quality services in areas such as backbone and local area networking, network facilities and infrastructure, Internet access, high-performance networking, network security, remote access to district IT services;
- Monitors utilization trends, manages network performance, and assures maximum uptime; performs ongoing analysis, capacity planning, and technical tuning of the network systems to improve performance;
- Designs, configures, and maintains network infrastructure components; trouble-shoots network to diagnose system problems; identifies, locates, resolves, and repairs problems; installs and configures software upgrades, file sharing, and domain security protocols;
- Plans, develops, and designs network management and maintenance projects, including policies and procedures, operational improvements, backup and archival files, and evaluates new technology integration;
- Coordinates operations activities with other departments and service providers; designs and implements districtwide area networks, connectivity issues and cabling systems;
- Collaborates with the Director of Curriculum and Instruction to further the district's technology goals for learning and teaching;
- Makes effective and efficient use of resources; sets high, achievable aspirations for services and operations;
- Serves as a liaison for the district with network vendors, operating companies, regulatory agencies, and other external bodies involved in this service area.
- Serves as a member of the Superintendent's Management Team;
- Performs other duties that may be necessary to assign.

Shift Type **Full-Time**
Salary Range **\$66,780.00 / Per Year**
Location **District Office**

Applications Accepted

Start Date **05/24/2017**

Job Contact

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