NETWORK SPECIALIST I

CLASS SUMMARY

Under general supervision – primary responsibility for system administration in a medium or shared large networking environment. Identify efficiency problems, analyzes, researches, and implements solutions requiring basic programming ability. Provides resolution for server, computer hardware and software and peripheral problems requiring knowledge in all areas.

REPRESENTATIVE DUTIES

Performs cost/benefit analysis of proposed solutions; provides both administrative activities as well as technical support. Identifies efficiency problems, analyzes, researches and implements solutions which may require basic programming ability. Serves as a resource to other technical staff assigned to area of responsibility; provides assistance with problem resolution, computer repair and classroom/lab setup. Administers, monitors, tests, troubleshoots and maintains network servers, database servers and web servers. Maintain proxy software to allow remote access to databases; provide advice on technical solutions and future technical plans for area of responsibility; serves as project leader for technology projects and new information systems, including developing implementation plans and project management. Researches and analyzes solutions to provide greater efficiency; collaborates with infrastructure network specialist to resolve problems, troubleshoots complex hardware and software problems, contacts vendors, creates statistical reports and writes technical documentation and references. Trains and provides resources to other technical staff. May edit web and post web pages; or assist in development of applications hardware and software.

ORGANIZATIONAL RELATIONSHIPS

This position reports to the designated supervisor. This position works with college administrative personnel, faculty, and other Information Technologies Services staff in diagnosing problems and installations.

Training and Experience

Any combination of training and experience equivalent to a Bachelor's degree in Computer Science or related field and one year experience in a networking environment. Experience may be substituted for the education.

NETWORK SPECIALIST I (continued)

<u>DESIRABLE QUALIFICATIONS GUIDE</u>

Knowledge and Abilities

<u>Knowledge of</u>: Local area networks (LANs) and wide area networks (WANs); operations on file servers, microcomputers, bridge and gateway communications hardware and software; principals of planning, scheduling, cost/benefit analysis and control of communication networks; network theory and principals of operation.   .

<u>Ability to</u>: Stay apprised of current software in communication systems; diagnose problems and direct corrective action; work in complex networking environment with different types of servers and medium to large volume of computers; work cooperatively with others; follow oral and written directions; follow safety practices in electrical and electronics work and in the use of tools and equipment.

<u>Physical Requirements</u>: Ability to lift 50 pounds.