MODESTO CITY SCHOOLS

Job Description

NETWORK AND SYSTEMS SPECIALIST

OVERALL RESPONSIBILITY

Under general supervision, serve as a technical designer and administrator for the District's core infrastructure services and operations including design, testing, deployment, integration, monitoring, management and security; ensure the stability, integrity and efficiency of the information systems infrastructure that supports the district's information technology (IT) environment.

SPECIFIC RESPONSIBILITIES

1. Design, implement and manage the district's infrastructure and systems, encompassing virtual, physical and cloud computing, storage, networks, VoIP and applications; ensure secure, highly reliable delivery of services to meet business requirements; ensure the core infrastructure is robust, scalable and efficient in supporting district applications and support services, and is in accordance with industry standards and best practices. *E*

2. Participate in the planning, design, implementation and support of a variety of complex application and infrastructure-related projects and upgrades in such areas as server and storage systems, server virtualization, VoIP, Active Directory Domain Services, email services, and backup and disaster-recovery solutions. *E*

3. Identify the impact of changes in systems and applications on enterprise infrastructure operations; assess and resolve complex systems administration issues; determine potential solutions to resolve and prevent service interruptions; implement and follow policies and procedures for change and incident management; document technical problems, resolutions and processes. *E*

4. Anticipate, identify, research, troubleshoot and resolve complex network, server, VoIP, software and systems integration problems; install and test patches, releases, upgrades and fixes; engage outside support when needed. *E*

5. Design, deploy and monitor network systems and procedures, including disaster recovery solutions; define, identify and mitigate potential vulnerabilities; monitor and maintain replication and backup systems to meet industry standards. *E*

6. Assess system capacity issues, evaluate software and other alternatives, and recommend system upgrades or replacements. *E*

7. Conduct research on emerging products, services, protocols and standards in support of systems engineering and management; test and evaluate new technologies and provide recommendations for implementing new IT solutions and/or services. *E*

8. Serve as Tier II escalation point for varied infrastructure and application problems; provide technical guidance to staff and others to resolve issues; develop and maintain technical documentation. *E*

9. Maintain participation in CA DMV Assessment System/Automatic Pull Program. *E*

NETWORK AND SYSTEMS SPECIALIST

10. Utilize technology to input, create, maintain or update records, reports, or other related information.

11. Effectively communicate and maintain cooperative relationships with those contacted during the course of work.

12. Perform other related duties as assigned.

SALARY

Classified Unit Salary Schedule

QUALIFICATIONS
  Knowledge/Ability
   Minimum Requirements:
     Ability to perform equipment maintenance, problem troubleshooting and resolution, determine cause of malfunctions and make repairs without supervision; advanced operating system architectures, characteristics, components and commands applicable to enterprise information systems.
     Knowledge of enterprise physical and virtual data center infrastructure.
     Knowledge of data storage principles, practices, hardware, components and software including cloud and virtual technologies.
     Knowledge of network architecture principles of network design and integration; practices, tools and techniques of network administration and maintenance.
     Knowledge of security technologies such as firewalls, intrusion detection and intrusion prevention.
     Knowledge of typical enterprise operating systems such as Linux and Windows.
     Enterprise directory and VoIP services.
     Knowledge of principles and concepts of establishing and documenting baseline systems performance.
     Knowledge of principles and practices of backup and disaster-recovery design and planning.
     Knowledge of methods used in the installation, configuration and trouble-shooting of software applications and peripheral equipment; applicable scripting and programming languages.
     Ability to maintain confidentialisty for all data and systems information; as well as, user-specific information i.e. email, database information, payroll, etc.
     Ability to work independently with a minimum of supervision.

  Education
   Minimum Requirements:
     High School diploma or General Education Development (GED) Certificate or California High School Proficiency Examination (CHSPE) Certificate.
     Successful completion of a fundamental computer literacy course or experience.

   Desirable Qualification:
     College degree in related field

  Experience
   Minimum Requirement:
     Five (5) or more years of progressively responsible experience in the design, development, implementation, troubleshooting and maintenance of enterprise infrastructure systems and technologies.

   Desirable Qualifications:
     Ability to perform complex systems administration in a multi-platform and operating systems environment, independently and with a high degree of understanding of interoperating and integration issues.
     High Level of WIFI design, implementation, maintenance skills, and troubleshooting ability to ensure a robust and reliable network.

NETWORK AND SYSTEMS SPECIALIST (continued)

License(s)/Certifcate(s)/Permit(s)
   Valid California Driver's License
   Must provide a DMV printout within five (5) work days of offer of employment.

  Desirable:
    Cisco Certified Network Associate (CCNA) or equivalent.

Physical Requirements
   With or without the use of aids:
     Sufficient vision to read small print.
     Sufficient depth perception to work on computers and related equipment.
     Sufficient hearing to hear normal and telephone conversations.
     Ability to speak in an understandable voice and with sufficient volume to be heard at a normal
       conversation distance and on the telephone.
     Sufficient dexterity to manipulate small objects, print or write legibly, or use a computer.
     Sufficient physical ability to sit or stand for prolonged periods of time.
     Sufficient physical ability to reach horizontally and vertically with arms.

REPORTS TO:

Chief Technology Officer or designee

Canbinet Approved: 2/11/20
Unit Approved:
Board Approved: