

# Technician

## **QUALIFICATIONS:**

### **Certification:**

Not Applicable

### **Technical:**

Technical skills, abilities and aptitudes for managing varied computer software and hardware systems including but not limited to the following: Ethernet, TCP/IP, Linux, Windows, Novel, email, WWW, and FTP.

## **REPORTS TO:**

**Direct Supervisor:** Tech Center Supervisor

## **VISION:**

The Technician assists the Chief Technician in the operation and support for all equipment and software used by teachers, student, administrators and clerical staff. The Technician maintains the necessary expertise to operate and maintain the hardware and software used by the district.

## **JOB GOALS:**

- The District 108 networks will function at a high level.
- The Technology Center Support system will effectively and efficiently serve through IRM the needs of end users.

## **PERFORMANCE RESPONSIBILITIES:**

- Oversee the entire technical support program. Priorities will be set, assignments scheduled, repairs and maintenance provided and follow-up monitoring and evaluation conducted.
- End User Network Connectivity
- Manage college interns for technical support
- Oversee the technical support budget
- Coordinate technology deployment
- Responsible for the management and scheduling related to the deployment of hardware and software in the classrooms
- Maintain hardware/software inventories
- End User Connectivity and Printing
- Manage networked instructional software - Zenworks, NAL
- Assist with management of wiring closets and switches
- Manage deployment and provide technical support for telephone system
- Able to work evening and weekend work since it may be necessary
- Performs various related duties as assigned

***TERMS OF EMPLOYMENT:***

**Work Day:**

The Technician follows an atypical work schedule set collaboratively with the Technology Center Supervisor to serve the needs of the Network and Center within a 40-hour week

**Work Year:**

220 days salaried contract

**Bargaining Unit:**

Bargaining Unit

**Salary and Benefits:**

Salary/compensation package commensurate with professional experiences/skills

***EVALUATION:***

Performance of this job will be evaluated in accordance with administrative procedures