

Jurisdiction: Ithaca City School District

Jurisdictional Class: Competitive

Adopted: 05/08/03, 09/07/22

NETWORK SPECIALIST

DISTINGUISHING FEATURES OF THE CLASS: The Network Specialist has technical responsibility for the installation, configuration, operation and maintenance of the Local Area Network (LAN) and Wide Area Network (WAN) hardware and software for the Ithaca City School District computer network system. The Network Specialist may also be assigned responsibilities related to the design, specification and evaluation of network systems. The position is distinguished from that of Network Engineer by its greater emphasis on network installation and maintenance activities and decreased emphasis on planning, design and evaluation activities. The work is performed under the general supervision of the Director of Information and Instructional Technology with latitude allowed for the exercise of independent technical judgment in the performance of the work. Supervision may be exercised over the work activity of subordinate technical personnel in the computer networking area. Does related work as required.

TYPICAL WORK ACTIVITIES:

Installs, maintains and troubleshoots Local and Wide Area Networks;
Installs, customizes and tests network communication equipment;
Maintains up-to-date network documentation;
Audits and monitors network usage; prepares reports as needed;
Analyzes, monitors and enhances network protection;
Evaluates network capacity in relation to current and anticipated needs;
Participates in the development and implementation of network design and capacity improvements;
Coordinates changes to network systems with district staff to ensure minimal interruption of services;
Works with the Director of Information and Instructional Technology and Network Engineer on the design, configuration and implementation of file servers, network operating systems, networked applications, and other network related software components;
Meets with network hardware and software vendors to obtain technical specifications, and, once equipment is acquired, as needed for training and technical support;
May supervise work activity of subordinate technical personnel in the computer networking area by scheduling assignment of work, evaluating performance and making recommendations to supervisors;
Maintains awareness and knowledge of technological changes in the fields of networking hardware and software;
Keeps professional skills updated and consistent with current server and networking technology.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS:

Thorough knowledge of computer networking hardware, including network cabling, routing, bridging and concentrator hardware and microcomputer/workstation hardware; thorough knowledge of computer network operating systems; thorough knowledge of local area networks and wide area networks used by the Ithaca City School District; thorough knowledge of network management software; thorough knowledge of network security management; thorough knowledge of data communication protocols; thorough knowledge of advanced protocol/trace analysis and performance analysis; thorough knowledge of access and authentication management; strong skills in computer troubleshooting and repair; analytical skills; excellent interpersonal and oral and written communication skills; ability to establish and maintain effective working relationships with others; demonstrated aptitude for learning new technologies; resourcefulness; ingenuity; demonstrated willingness to work off-hours as needed; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

- A. Possession of a Bachelor's degree in Computer Sciences, Information Systems Management, or a closely related field with similar course curriculum; or
- B. Graduation from high school or possession of a high school equivalency diploma and two (2) years of experience in the design, implementation and support of large heterogeneous LANs, WANs, and networked systems; or
- C. An equivalent combination of training and experience as defined by the limits of (A) and (B).

Note: College degrees must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education and/or U.S. Secretary of Education. If an applicant's degree was awarded by an educational institution outside the United States and its territories, the applicant must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <https://www.cs.ny.gov/jobseeker/degrees.cfm>. Applicants are responsible for payment of the required evaluation fee.