



NETWORK & SYSTEMS TECHNICIAN

Schedule: 8 hours per day / 12 months per year / About 260 days per year
Class: Classified Exempt-EX 1

POSITION PURPOSE

The Network & Systems Technician will work with the Systems Administrator, Network Administrator and Technology Department staff to provide wired and wireless network services, network systems, computer systems and information systems support to the David Douglas School District.

NATURE AND SCOPE OF RESPONSIBILITIES

- Acts as the district VoIP administrator, configuring VoIP systems, analog systems and the necessary interconnects
- Works to configure, implement, repair and maintain network, network systems, computer systems and information systems infrastructure including wiring closets, switches, routers, uninterrupted (backup) power supplies and servers throughout the district
- Provides network, network systems, computer systems, information systems, server, VoIP system and top-tier client computer technical support for all district locations
- Works to maintain district network, computer and information systems security policies and procedures
- Assists Network Administrator in supporting VLAN, LAN, SAN and WAN (wide-area-network) connectivity and services with MESD and iNet/IRNE personnel and district technology personnel
- Assists Systems Administrator in supporting Directory, backup, curriculum and all other computer and information systems
- Assists in maintaining inventories of technology hardware and software in accordance with district and Technology Department policies and practices
- Supports all district technology goals, policies and procedures as set by the Technology Department
- Provides network and computer systems technical support to DDSD Help Desk personnel as needed
- Works to support the implementation, maintenance and upgrades to the DDSD wireless network(s) to ensure uninterrupted and appropriate use by staff and students at all DDSD locations
- Assists with district technology-training sessions
- Respects the confidentiality of all information maintained on David Douglas School District data systems
- Assists other technology services personnel as needed
- Perform other duties, as assigned
- Prompt and regular attendance

QUALIFICATIONS

Experience Required

One to three years of network, server, computer and information system management; UNIX Command-line / scripting; support of network monitoring systems and VoIP systems

Education Required

Associates degree in technology-related field or the equivalent in network, help desk, or technical support service.

Licenses, Certifications, Bonding, and/or Testing Required

Valid Oregon Driver's License; Reliable transportation and evidence of insurability; Criminal Justice Fingerprint Clearance and other district certifications as may be deemed necessary by the Technology Department.

NATURE AND SCOPE OF RESPONSIBILITIES Page 2

QUALIFICATIONS Continued

Skills, knowledge and/or Abilities Required

- Previous VoIP Administration experience
- Excellent organizational and time management skills.
- Creative problem solving and effective troubleshooting skills.
- Communicates effectively orally and in writing.
- Working knowledge of macOS, Active Directory, VMWare, Google
- Thorough knowledge of imaging and net restore/netboot.
- Maintain enterprise backup systems (Veeam, Hycu)
- Experience with shell scripting (BASH, PowerShell, etc)
- Working with remote computer management tools.
- Working with remote network and server monitoring applications.
- Understanding of email protocols including SMTP, POP3 and IMAP.
- Knowledge of computer networking topologies and protocols including TCP/IP, DHCP, DNS, DHCP, AFP, FTP, SSH, and SMB.

ESSENTIAL PHYSICAL REQUIREMENTS

Significant degree of physical stamina, including frequent lifting/carrying/pushing/pulling up to 70 lbs required. Ability to move freely to include stooping/kneeling/crouching. Position requires frequent reaching/handling/fingering, talking/hearing conversations and other sounds, near/far visual acuity.

The David Douglas School District welcomes applications from candidates that expand the District's diversity.

Multi-Cultural preferred. Bi-Lingual candidate preferred.

The David Douglas School District is a diverse community that provides equal opportunity in employment, activities, and its programs. It is the policy of the David Douglas School District the grounds of race, color, religion, ethnicity, use of native language, national origin, sex, sexual orientation, marital status, disability, veteran status, age, genetic information or any other status protected under applicable federal, state or local laws.

The school district also prohibits retaliation against an individual for engaging in activity protected under this policy and interfering with rights or privileges granted under anti-discrimination laws.

Persons having questions about equal opportunity and nondiscrimination should contact the Director of Human Resources for David Douglas School District.

Classified Instructions:

If you are a Classified employee you will click on the word "**Internal**", which is located on the top right of the screen. You will be taken to a section where you will fill out minimal basic personal information. The minimal basic personal section is a one-time only registration. You will then be taken to the Classified Transfer Request Form. In the future, if your personal information (name, address, phone number, or location) changes, it is your responsibility to update those changes in the system.

Apply at: <https://daviddouglas.schoolrecruiter.net>