

SCHOOL BOARD OF FLAGLER COUNTY

JOB DESCRIPTION

NETWORK SERVICE TECHNICIAN

QUALIFICATIONS:

- (1) Associate's Degree in a Related Field or Equivalency in training and/or experience.
- (2) Proficiency in configuration, diagnostics, and assembling of computer related software, hardware, and peripherals.

KNOWLEDGE, SKILLS AND ABILITIES:

Working knowledge and experience in the use of Windows and Macintosh platforms. Ability to work as part of a team. Organization and people skills are required. Ability to relate to people and provide clear and concise direction.

REPORTS TO:

Director of Technology and Innovation

JOB GOAL

To provide on-site and help desk support for all Technology related equipment and software.

PERFORMANCE RESPONSIBILITIES:

- * (1) Provide Help Desk support for District supported software and hardware.
- * (2) Manage and document inventory control of District Technology equipment.
- * (3) Perform network administration and implementation as assigned
- * (4) Perform hardware and software upgrades for all District supported hardware and software.
- * (5) Provide technical consulting assistance related to systems and software to District Staff and students
- * (6) Assist with evaluating software for network compatibility.
- * (7) Keep current of trends, changes, and developments in Network Administration and Technology as it applies to Flagler County School Board.
- * (8) Performing other incidental tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently and/or up to 10 pounds of force as needed to move objects.

NETWORK SERVICE TECHNICIAN (Continued)

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

*Essential Performance Responsibilities

Job Description Supplement Code 7

Flagler Schools Strategic Framework- Technology & Innovation

Salary Lane: Support LFZ

Approved 06/19/2018