

# SEMINOLE COUNTY PUBLIC SCHOOLS

## Job Description

### NETWORK TECHNICIAN, Communications

#### QUALIFICATIONS

- Bachelor's Degree in telecommunications or related field and two (2) years experience  
**OR**
- Five (5) years experience with networked PBX systems and/or remote maintenance  
**OR**
- A combination of both above qualifications to equal five (5) years experience.
- Proficiency in desktop computer hardware and software, local and wide area networks, network operating systems, and network hardware.

**REPORTS TO** Supervisor of Information Services

**SUPERVISES** No supervisory duties

#### POSITION GOAL

*To provide hardware and software support for District communications networks.*

#### PERFORMANCE RESPONSIBILITIES

1. \* Change network configuration of phone system to meet the needs of the District.
2. \* Perform diagnostics on phone systems software and hardware for network.
3. \* Assist in creating parts inventory needs for the District.
4. \* Install, configure, and/or modify communications hardware and software.
5. \* Act as liaison for the District with vendors, installers and field engineers.
6. \* Troubleshoot T1 and FT1 networks for voice and data interfaces.
7. \* Assist with security issues and administration.
8. \* Work with Information Services staff to coordinate ordering of voice lines for all facilities.
9. \* Assist in District phone directory, research and planning for new technologies such as integrated voice response, video conferencing, wireless and PDAs.
10. \* Provide QA / QC input on new and existing communications facilities and projects.
11. Perform other duties as assigned by the Supervisor of Information Services.

*\*Denotes essential job function/ADA*

#### TERMS OF EMPLOYMENT

##### PAY GRADE

District Salary Schedule  
**C-D \$45,429 - \$80,675**  
M-12 D-258 H-1935

##### POSITION CODES

PeopleSoft Position **TBA**  
Personnel Category **15**  
EEO-5 Line **50**

Function **Vary**  
Survey Code **65033**  
Job Code **1985**

##### ADA CODES

2 **Light Work**  
3 **A through V**  
4 **A through I**

##### BOARD APPROVED

**August 2, 1997**