NETWORK SPECIALIST

DISTINGUISHING FEATURES OF THE CLASS: This is a highly technical support position with primary responsibility for the development, installation, monitoring, operation, configuration, and debugging of computer network systems. This individual plays an essential role on the team that plans for network improvements. The incumbent will be required to analyze and diagnose network hardware and software problems, research and install new computer network hardware and software systems and products, and train users on new software and equipment. The work is performed under general supervision. Does related work as required.

TYPICAL WORK ACTIVITIES (Illustrative Only):
Analyzes existing systems and makes recommendations for updating systems in terms of new computer hardware and software; Analyzes and takes corrective action to resolve computer and data communication hardware and software problems and local area network problems; Installs and maintains networking software and hardware operating systems; Configures department workstations and networks; Designs program specifications, documentation forms, and diagrams; Performs routine and regular maintenance on computer-related communications and networking equipment; Researches and evaluates new computer hardware and software products; Maintains up-to-date knowledge of new trends and technology for computer hardware, software, and networking; Prepares instructional manuals for users and trains users in the operation and maintenance of computer hardware and software; Ensures security and efficiency of computer systems; Tests new computer hardware and software; Makes or coordinates repairs to equipment as needed; Consults with vendors, distributors, and users regarding the purchase of computer hardware, software and networking equipment; Maintains inventory of hardware equipment; Maintains logs on all trouble calls and equipment repairs.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of Windows and Linux based desktop and server technology; Skill in using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems; Ability to detect and resolve Windows/Linux breakdowns and problems; Ability to effectively teach and instruct novice Windows/Linux users; Ability to deduce problems logically; Ability to configure work stations and networks; Ability to establish and maintain effective working relationships, initiative, patience, dependability, and good judgment; Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

A.   Graduation from a college or university with a Bachelor's degree in computer science, computer technology, data processing, management of information systems, or closely related field and one year of experience involving responsibility for the maintenance, configuration, or installation of computer hardware and software, which shall include networking; OR

B. Graduation from a college or university with an Associate's degree in computer science, computer technology, data processing, management of information systems, or a related field and three years of work experience as defined   in (A) above; OR

C. Five years of experience as defined in (A) above;

D.   An equivalent combination of training and experience as defined by the limits of (A), (B) and (C) above.

NOTE: A valid New York State driver's license is required at time of appointment and must be maintained during employment.

NOTE: Your degree 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/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at http://www.cs.ny.gov/jobseeker/degrees.cfm. You must pay the required evaluation fee.

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