



Education Service Center Region 15

P O Box 5199 612 South Irene

San Angelo, TX 76902

Phone: 325-658-6571

Web: <http://www.esc15.net>

EMPLOYMENT NOTICE

TITLE Technical Specialist

- QUALIFICATIONS**
- Bachelor's degree in computer science or management information systems (MIS), or related degree
 - Three years of experience in server and networking technologies
 - Prefer Cisco or other network certifications
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REPORTS TO Network Services Coordinator

JOB GOAL Design, develop, administer, operate, and maintain the regional Wide Area Network (NetXV) and contracted districts' Local Area Network (LAN). Responsible for installation, testing, and oversight of all network hardware, software, and related equipment.

- PERFORMANCE RESPONSIBILITIES**
- Oversee the installation and testing of network hardware, software, and upgrades. Identify and resolve network issues. Implement and maintain all network configurations. Ensure that ongoing network maintenance is performed
 - Coordinate the development and management of NetXV and its related services
 - Manage on-site and remote support of network hardware, connectivity, equipment, and services to NetXV and contracted districts; LAN
 - Monitor and analyze network utilization. Recommend and implement improvements as needed
 - Design, develop, and implement backup procedures to ensure that all backups are performed on a regular basis and that data is restored as needed
 - Assist with the development and implementation of a disaster recovery plan
 - Assist with the development and implementation of a security plan
 - Develop and maintain communication with software and hardware vendors to maintain appropriate product maintenance and support
 - Develop and maintain network design and configuration documentation. Consult with critical stakeholders to identify

- need, analyze systems specification, and correct related problems
- Serve as the primary point of contact to network software and hardware vendors to maintain appropriate product evaluation, acquisition, and maintenance
- Identify, analyze, and recommend the acquisition of network software and hardware
- Develop, compile, and maintain all appropriate documentation and procedures for NetXV and contracted districts
- Keep fully informed of current compliance and assessment measures
- Demonstrate ability to make informed decisions about subject matter and the most suitable presentation format for target audience
- Organize ideas for logical presentation and acceptance of topic by participants
- Express ideas and information effectively in both oral and written form
- Read, understand, and consistently apply or adhere to ESC policy and administrative procedures
- Maintain confidentiality with regard to sensitive or protected information
- Provide information to relevant audiences in a timely manner
- Respond to client services request in a timely manner
- Demonstrate flexibility in responding to clients' changes in priorities and needs
- Maximize use of assigned ESC resources and funds
- Dress and groom appropriately for ESC setting
- Frequent standing, stooping, bending, sitting, walking , and climbing is required
- Occasional lifting, carrying, and transporting of equipment up to 25 pounds
- Repetitive hand motions
- Ability to see, speak, hear, communicate, and utilize electronic communication devices
- Manage multiple tasks and work cooperatively with others
- Occasional work under stressful conditions
- Work with frequent interruptions, tight deadlines, and limited office space
- Frequent travel, both in region and out of region, including overnight travel

**SPECIAL
CONSIDERATIONS**

Salary is contingent upon qualifications and experience

**TERMS OF
EMPLOYMENT**

Position available: Negotiable. Open until filled.

EVALUATION

Performance of this job will be evaluated in accordance with the provisions of the Education Service Center Region 15 Board policies.

**FOR ADDITIONAL
INFORMATION
CONTACT**

Randon Lance, Department Coordinator- Network Services

randon.lance@esc15.net

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Application form can be downloaded from:

Website www.esc15.net

Employment Opportunities

ESC Region 15 Employment

AN EQUAL OPPORTUNITY EMPLOYER