

## LACEY TOWNSHIP SCHOOL DISTRICT

### Computer Network Engineer

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**JOB TITLE:** Computer Network Engineer

**REPORTS TO:** Supervisor of Information Technology

**JOB GOAL:**

1. To manage daily network functions.
2. To troubleshoot and resolve network, PC and mobile device problems.
3. To maintain the security of the network.
4. To assist in the planning of network, redundancy, survivability and growth.

**QUALIFICATIONS:**

1. Five years experience or formal training (industry certification) in computer technology and networking information systems.
2. MCSE certification required.
3. Thorough knowledge of routers, switches and TCP/IP.
4. Management experience in LAN/WAN setting with Wireless architectures (Cisco preferred).
5. Proven experience with Windows desktop and server Operating Systems; Mac OS X desktop and server Operating Systems.
6. Demonstrated ability to resolve network problems in an educational setting.
7. Such other alternatives to the above qualifications as the Board may find appropriate and acceptable.

**RESPONSIBILITIES:**

1. To manage all server activities.
2. To assist in the planning and coordination all software and hardware upgrades.
3. Management of all license agreements that apply to the network and application software.
4. Management of the district's e-mail and phone systems.
5. To monitor and manage the district's internet and WIFI access.
6. Management of security issues, password, anti-virus protection and content filtering for the network.
7. To assist in the management of district on-line resources.
8. To support end-users in resolving any network, PC and mobile device related problems.
9. To help prepare local, state and federal reports requested by Central Office Administrators.
10. To perform other related duties or responsibilities for special projects assigned.

**Computer Network Engineer (continued)**

**TERMS OF EMPLOYMENT:** Work year and salary to be determined by the Board of Education.

**EVALUATION:** Performance of this job will be evaluated in accordance with NJ State law and the provisions of the board's policy on evaluations

Approved by: Lacey Township Board of Education

Date Approved: February 19, 2019