

LACEY TOWNSHIP SCHOOL DISTRICT

Assistant Network Engineer

JOB TITLE: Assistant Network Engineer

REPORTS TO: Supervisor of Information Technology

JOB GOAL: To assist the Network Engineer in the support and maintenance of the district's wired and wireless infrastructure.

QUALIFICATIONS:

1. High School diploma, college or technical training certifications/license
2. Technical knowledge, ability to install, configures and maintains District's computer networks
3. A minimum of 5 years demonstrated and evaluated experience with computer networks or Certified Network Engineer Certificate
4. Board may accept alternative

RESPONSIBILITIES:

1. Assists in the operations and maintenance of the District's computer networks.
2. Assists designated school personnel in the use of the District's computer networks, as directed by the Supervisor of Computer Education & Services.
3. Evaluates, selects and requisitions required materials, supplies and equipment.
4. Works with the teaching staff and provides instruction on the safe utilization of the network.
5. Provide information for District's planning and budget preparations.
6. Analyze equipment, materials and requests as directed by the Administration.
7. Works cooperatively with district staff as scheduled and directed by the Administration.
8. Diagnosis and repairs the District's computer networks equipment in an efficient and cost-efficient fashion.
9. Is available for emergency situations that arise with the District's computer networks.
10. Install upgrades and software on desktop computer images and distribute images throughout the computer networks.
11. Performs other related duties as may be assigned.

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