WENTZVILLE R-IV SCHOOL DISTRICT
Position Description

Position Title: Technology Technician II
Reports To: Director of Technology Operations

SUMMARY
This position is responsible for designing, implementing and maintaining the District's wide area network, local area network, and wireless local area network routers, switches, DNS/DHCP and related systems. Also responsible for District content filter system, and server support for standardized testing.

QUALIFICATIONS/REQUIREMENTS
- Associate's Degree in Computer Science or equivalent combination of education, certification, and related work experience.
- Minimum of three years of related work experience.
- A+ Certification required, network related certifications desired.
- Solid working knowledge of wide area network, local area network, wireless local area network design, implementation, maintenance and security. Strong working knowledge of routers, switches and networking protocols and IP-based telephone systems, phone hubs and wiring.
- Ability to learn new technical skills quickly and solve/address complex technical problems effectively.
- Excellent communication and organizational skills.

ESSENTIAL JOB DUTIES
- Works effectively as part of a team directed by the Director of Technology Operations to design, implement and maintain a WAN/LAN network that successfully and fully supports all servers, telecommunications, wireless networking and end users' software workstations.
- Completes hardware/software installations for telecommunications and wireless network related servers.
- Manages network, wireless network and telecommunications projects including coordination of technical support personnel to assure a smooth implementation and ongoing support.
- Manages, configures and maintains the District content filter.
- Maintains and supports DNS/DHCP.
- Participates in the development of disaster recovery, backup, system monitoring and emergency procedures for recovery of data and configurations on all wireless and telecommunications related servers as well as configurations for all WAN/LAN devices.
- Troubleshoots data network and security problems.
- Researches and tests the integration of proposed networking solutions.
- Maintains and supports District standardized testing networking environments.

ESSENTIAL JOB DUTIES (cont'd)
- Researches systems and practices that will benefit the District in voice and data areas.
- Assists in the evaluation of reports for wide area and local area network management and development.
- Remains on call for major network and telecommunication system outages on evenings and weekends.
- Analyzes current systems and consult with users and vendors to determine hardware, software or system functionality needed and modify system(s) accordingly.
- Supplies support and administrate Rukus for wireless network and wired switches.
- Demonstrates the ability to collaborate and communicate effectively as part of a team.

OTHER DUTIES AND RESPONSIBILITIES
Performs other duties as assigned by the Director of Technology Operations.

ADA COMPLIANCE
The essential functions contained in this job description are in compliance with the Americans with Disabilities Act (ADA) and are not an exhaustive list of the duties performed for this position. The additional duties and responsibilities listed are performed by the individuals currently holding this position and additional duties may be assigned when appropriate.

TERMS OF EMPLOYMENT
Salary and work year to be in accordance with current pay plan and District Policy. This is a twelve-month work year.

EVALUATION
Performance in this job will be evaluated annually in accordance with District Policy on evaluation of support staff.