

Vidalia City Schools

VACANCY ANNOUNCEMENT

Job Title:	TECHNOLOGY SUPPORT	Department/School:	TECHNOLOGY
Location:	District Wide	Job Group/Type:	FLSA Exempt
Issue Date:	January 9, 2023	Advertisement Period:	Until filled
Terms of Employment:	2022/23 School Year (12 month)	Salary Range:	Per salary scale & verifiable experience

Job Duties / Qualifications

Tech Support in the schools, Problem Solving, Strategic Planning, Multi-tasking, Collaboration, Coordination, Network Performance Tuning, LAN & WAN Support, Network Design and Implementation Knowledge, Wireless Network Support, Microsoft Network Design and Implementation, Network Monitoring Knowledge, Hyper-V Design and Implementation, Eagerness to Learn, Flexibility

Job Duties and Responsibilities

Efficient and Effective Organizational Processes

- Responsible for maintenance and operation of the present state WAN/LAN network environment, Windows Server environment, Hyper-V environment, and other business applications unique to the institution and the educational space. Will be responsible for design, deployment, and operational functionality of all future state deployments.
- Maintains computing environment by identifying network requirements; installing upgrades, service packs, patches, hotfixes and security configurations; monitoring network performance, troubleshooting issues that arise, work collaboratively with others to complete projects.
- Troubleshoot Network Infrastructure issues in a timely manner.
- Evaluate network performance by determining issues including availability, utilization, throughput, goodput, and latency; planning and executing the selection, installation, configuration, and testing of equipment; defining network policies and procedures; establishing connections and firewalls.
- Maintain network security by developing network access, monitoring, control, and evaluation; maintaining documentation.
- Accomplish organizational goals by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to job accomplishments.
- Implement, maintain and manage rostering systems.
- Prepare and maintain documentation for local and wide area networks.
- Able to provide technical support and guidance to the media staff.
- Some after hours and weekend work hours will be required.

Continuous System and School Improvement

- Establish network specifications by conferring with users; analyzing workflow, access, information, and security requirements.
- Perform all other computer or network tasks assigned by the IT Director.
- Maintain network performance by performing network monitoring and analysis, and performance tuning; troubleshooting network problems; escalating problems to vendors.
- Provide security analysis of IT activities to ensure that appropriate security measures are in place and are enforced. Conduct security risk and vulnerability assessments of installed and planned information systems to identify weaknesses, risks and protection requirements.
- Upgrade network by conferring with vendors; developing, testing, evaluating, and installing enhancements.
- Meet financial requirements by submitting information for budgets; monitoring expenses.

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Additional Expectations

- Adhere to the Code of Ethics for Educators in Georgia.
- Demonstrate prompt and regular attendance.
- Complete assignments and requirements on time and in compliance with directors.
- Maintain accurate, complete, and appropriate records and file reports promptly.
- Maintain confidentiality of information and records for students and staff.
- Communicate effectively with students, peers, administrators, parents and the public.
- Exhibit excellent interpersonal skills and project a positive image when dealing with students, peers, administration, parents, and the public.
- Understand proper lifting techniques and be able to lift over 50 pounds.
- Acceptable background check as per O.C.G.A. 20-2-211.1

The salary is commensurate with relevant qualifications and work experience. The initial salary will also be based on the number of days worked within the current school year.

Benefit options include life, disability, dental, vision and health insurance, annual/sick leave, and Teachers' Retirement Systems.

Procedure for Applying

All interested individuals must submit a certified employment application to:

Vidalia City Schools
ATTN: Personnel
1001 North Street West
Vidalia, Georgia 30474

No faxed applications will be accepted. In-system employees need only submit a letter of interest and resume. Include a copy of college transcripts and credentials.

Applications can be obtained at the system website on the human resources page: www.vidaliacityschools.org

The Vidalia City Board of Education is an equal opportunity employer and does not discriminate against any person on the basis of sex, race, color, religion, national origin, age or handicap in any of its education or employment programs or activities.

The Vidalia City School system operates a Drug-Free, Public Workplace.