

Bakersfield City School District  
Education Center – 1300 Baker Street  
Bakersfield, California 93305  
Personnel Services

**TITLE:** NETWORK SUPPORT TECHNICIAN

**QUALIFICATIONS:**

1. Combination of training and experience equivalent to bachelor's degree in computer science or related area
2. Comprehensive knowledge of microcomputer hardware platforms and operating systems used in district including but not limited to Windows, Windows NT, Novell, Macintosh and DOS
3. Knowledge of various computer communication systems and related equipment including but not limited to LANs, modems and serial connections
4. Knowledge of administration, troubleshooting and setup of various network topologies
5. Knowledge and experience with routers, switches, hubs, IP addressing schemes and network management tools desirable
6. Ability to follow oral and written directions including directions in various company manuals; ability to exercise independent judgment and initiative
7. Ability to maintain cooperative, and harmonious relationships with staff and vendors; ability to effectively communicate orally and in writing
8. Experience in related area of microcomputer systems, network design and maintenance, and related technology
9. Valid driver's license and personal car for use on district business

**REPORTS TO:** Administrator as assigned

**JOB GOAL:** To provide support to district staff by performing variety of duties related to installation and maintenance of computer systems and related technologies

**PERFORMANCE RESPONSIBILITIES:**

1. Installs and troubleshoots microcomputer and network operating systems including but not limited to Windows NT and Novell Netware and related hardware including but not limited to switches, hubs and routers
2. Assists users in analyzing system requirements; makes recommendations for purchases and/or upgrades
3. Assists staff in use of computer and network systems as assigned
4. Keeps comprehensive records; prepares variety of technical reports and correspondence
5. Maintains current knowledge of trends and developments in field; upgrades skills and attends inservices/training as required; applies current practices, equipment and materials as needed
6. Provides general backup and assistance to network engineer
7. Provides general assistance to school site technology coordinators
8. Performs other related duties as assigned

**TERMS OF EMPLOYMENT:** Salary and work year according to current schedule; classified salary schedule, class 30

**EVALUATION:** Performance of this job will be evaluated in accordance with the District's "Improvement of Professional Services" handbook, Board Policies and

Procedures and consistent with collective bargaining agreements when applicable