

## **MOP Co-Op Network Technician**

### **DESCRIPTION:**

Employment as a network technician to perform services for multiple districts within the Mecosta-Osceola ISD.

### **REQUIREMENTS:**

A minimum of an Associate's Degree in computer-related technology or two to three years of equivalent experience is required. Certifications such as MCSE, A+, Net Plus, or CNE are a plus. Preference may be given to applicants with a Bachelor's Degree from a certified or accredited educational institute with intensive course work in personal computers.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

1. Troubleshoot, diagnose, repair, upgrade and install computer hardware and software.
2. Troubleshoot, diagnose, repair, upgrade and install server hardware and software.
3. Troubleshoot, diagnose, repair, upgrade and install networking equipment. This includes all LAN, WAN, Router and Switch troubleshooting, diagnostics and configuration.
4. Assist and instruct students, teachers and staff with software problems.
5. Communicate with vendors or vendor tech support when needed.
6. Produce technical documentation of tasks.
7. Prioritize, schedule and record multiple tasks as they arise and as assigned by the local or ISD Director of Technology.
8. Attend ISD and local technology meetings as requested.
9. Keep personal knowledge set current with respect to technology.
10. Pursue and maintain MS and/or Novell certifications.
11. Other reasonable duties as requested by the supervisor.