



JOB DESCRIPTION

Job Code/Title: EUS / NETWORK TECH

SUMMARY:

Under general supervision, installs, tests, maintains, and repairs operating systems and software configuration and programming of data communications network(s).

DUTIES AND RESPONSIBILITIES:

1. Ensures that network connections are on line and active within assigned zone.
2. Troubleshoots and resolves network communication problems.
3. Operates and tests network software and hardware configurations.
4. Performs preventive network hardware and software maintenance.
5. Maintains current and accurate documentation of existing and future network infrastructure in assigned zone.
6. Assists in design and implementation of network projects in assigned zone.
7. May maintain inventory levels and records of equipment and material for maintenance and installation projects.
8. May oversee work and performance of subcontractors engaged in projects in assigned zone in order to ensure compliance with work orders.
9. Maintains currency of knowledge with respect to relevant state-of-the-art technology, equipment, and/or systems.
10. Performs miscellaneous job-related duties as assigned.

MINIMUM JOB REQUIREMENTS:

High school diploma or GED with 1 to 3 years experience directly related to the duties and responsibilities specified.

KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED:

- Knowledge of current technological developments/trends in area of expertise.
- Ability to maintain and troubleshoot computer network hardware, software, and peripherals.
- Knowledge of network connections and facilities.
- Knowledge of a range of computer networking systems and protocols.
- Knowledge of computer network infrastructure requirements.
- Records maintenance skills.

DISTINGUISHING CHARACTERISTICS:

Position requires: a) Maintaining, troubleshooting and repairing network communications; b) Operating and testing network configurations; c) Assisting in design

and implementation of network projects, and d) Maintaining accurate documentation of network infrastructure.

WORKING CONDITIONS AND PHYSICAL EFFORT:

- Work involves moderate exposure to unusual elements, such as extreme temperatures, dirt, dust, fumes, smoke, unpleasant odors, and/or loud noises.
- Moderate physical activity. Requires handling of average-weight objects up to 25 pounds or standing and/or walking for more than four (4) hours per day.
- No or very limited exposure to physical risk.

Computer Innovations provides all training required by OSHA to ensure employee safety.