

BOAZ CITY SCHOOLS

Boaz, Alabama



POSITION ANNOUNCEMENT

Job Title: Computer Technician

Opening Date: March 18, 2022

Closing Date: Until Filled

FLSA Status: Exempt

Salary: Based on BCSS Salary Schedule

Expected Workday: As defined by the Technology Coordinator

Terms of Employment: 12 Month Contract

Reports To: Technology Coordinator

Job Goals:

- To support technology operations and other computer systems within the school system.

Qualifications:

- Minimum of two years of college desired
- Minimum 2 years of experience in computer operations, network procedures
- Coordination of systems and computer systems support
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable

Performance Responsibilities:

- Installs, tests, and troubleshoots system hardware/software and new releases of LAN/WAN software.
- Performs operational and support activities on assigned hardware and software.
- Maintains accurate and complete service logs and/or support tickets.
- Remains current on technology trends and advances to meet end user needs.
- Assists in maintenance of technology inventory within the school system.
- Install/relocate equipment including (but not limited to) AV and network cabling, projectors, sound systems, televisions, interactive panels, etc.
- Ability to lift 75lbs.
- Assists the network administrator as requested.
- Assists with technical aspects of professional training when requested
- Other duties as assigned by the Technology Coordinator.

Evaluation: Performance of this job will be evaluated in accordance with provisions of the Boaz City Board of Education.

Point of Contact: Aaron New, Technology Coordinator
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