

EAST BAY REGIONAL PARK DISTRICT

INFORMATION SERVICES NETWORK MANAGER

Reports to: Information Services Manager

Supervises: Position may supervise outside contractors and consultants engaged in Information Services functions.

GENERAL FUNCTION

Under direction, to assist the Information Services Manager in defining and developing the District's information technology infrastructure; and to provide systems design criteria for communications and networking, and security infrastructure.

PRINCIPAL RESPONSIBILITIES

This position is responsible for a variety of skilled, complex and technical work in the analysis, design, development and implementation of information technology and security at the network level. The duties to accomplish this may include, but are not limited to, the following: manage special projects related to supporting the District's information infrastructure; perform network design and analysis for enterprise-wide access; establish access standards in conjunction with user committees; instruct users in applying the District's technology tools in their day to day jobs; perform tasks for new development and modifications to existing network and security infrastructure; may perform user support functions if needed; perform related duties as assigned.

MINIMUM QUALIFICATIONS

<u>Education</u>	Bachelor's Degree with major work in Computer Science; <u>and</u>
<u>Experience</u>	Six years of information services experience, including three years experience providing network analysis and design; <u>or</u>
<u>Substitution</u>	An equivalent combination of education and experience.
<u>License</u>	A valid California driver's license is a condition of initial and continued employment in this classification.

KNOWLEDGE, SKILLS & ABILITIES

Knowledge of the technologies employed by the District's Information systems. Strong analytical and problem solving skills. Ability to perform the following essential functions: understand and apply District and departmental policies and procedures; translate user need into system solutions in an effective manner; manage large IS related projects, coordinating resources, funding and time requirements to deliver successful product; perform deductive and inductive reasoning; think clearly, act quickly and independently, and apply logic and common sense to problem solving;

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communicate clearly, concisely and effectively, both orally and in writing; learn new technology; develop and maintain productive and cooperative working relationships with those contacted in the course of work at all levels. Ability to lift, move and carry equipment up to 50 pounds is desirable.

Employment Category: Management Range MG02
Approved by General Manager: February 5, 1997
Revision Approved by the General Manager: October 5, 2004
Revision Approved by the General Manager: June 11, 2007

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