



# Position Vacancy Announcement

Posting Date: April 7, 2010

Position Title: **NETWORK TECHNICIAN**  
**Hiring Range: \$30,444 - \$35,011**  
**Level 11**

**Advertising Internally & Externally**

The Network Technician reports directly to the Director of Computer Services. The Network Technician is responsible for implementing and troubleshooting new and existing networks on campus. The Network Technician implements networks by installing network hardware and software, troubleshooting new and existing networks, and integrating networks with each other. The Network Technician must also set up and configure equipment such as routers, hubs, switched and network management software.

Minimum  
Qualifications:

**Required:**

- Associate Degree in computers-related field
- Understanding of and commitment to the mission of the comprehensive community college
- Demonstrated commitment to diversity, equal opportunity, and the academic, intellectual, and social development of all students and employees
- Demonstrated excellence in written, oral, and interpersonal communications skills
- 1-3 years of networking and network administration experience
- TCP/IP Protocol experience
- Substantial knowledge of routers, switches, and hubs
- Ethernet Cabling experience
- Microsoft Windows and Server experience
- Microsoft Office Professional experience

**Preferred:**

- Bachelor's Degree in computer-related field
- Microsoft Office 2007 Professional experience
- Microsoft Windows 2003 Server experience
- A+ Certified
- Net+ Certified
- CCNA certified
- Substantial knowledge of firewalls
- UNIX Sun Solaris experience
- Fiber Optic Cabling experience
- Spoken and written proficiency in a foreign language

Equal Opportunity Employer



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Duties and  
Responsibilities:

## **DUTIES:**

- Manage the enterprise network for the college. Resolve network traffic issues; troubleshoot network problems, monitor switches, hubs, routers, and WAN links
- Responsible for all network cabling for the college
- Manage network access for RCC classes at remote locations, such as the Emergency Services Training Center, the county libraries, and the North Asheboro/Balfour School site
- Maintain and administer the college's firewalls located at the Asheboro campus, the Archdale campus, and the Emergency Services Training Center
- Provide PC anti-virus protection and virus management for the college
- Advise college personnel in the procurement of hardware and software, communication extension, installing hardware, and on resolving abnormal software and hardware malfunctions such as virus, system errors, and memory media loss
- Assist with computer maintenance and repairs on all college computers
- Serve as primary backup for instructional technology equipment
- Work with the Director of Computer Services to implement measures for security for all servers
- Participate in departmental planning and evaluation
- Treat others respectfully, speaks to others courteously, and behaves in such a way that creates a workplace environment that is marked by trustworthiness, honest but polite communication, and interpersonal interactions that are both personally cordial and professionally appropriate.
- Act as a team player when working with any and all employees of the College
- Actively serve on institutional committees as appointed by the President
- Perform other duties as designated by the Director of Computer Services

Application  
Deadline:

Interested and qualified individuals must submit (1) a letter of interest addressing each of the qualification statements, (2) an official Randolph Community College application, (3) a resume, (4) college transcripts (copies will suffice for initial screening; however, official copies will be required if hired), and (5) names, addresses, and phone numbers of five professional references to the address below. Only complete application packets will be considered and must be received by April 23, 2010.

Contact:

**Human Resources Office**  
**humanresources@randolph.edu**  
Randolph Community College  
PO Box 1009  
Asheboro, NC 27204

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