

MANAGEMENT INFORMATION SPECIALIST NETWORK SYSTEMS PROGRAMMER

DEFINITION

Under general supervision, responsible for planning, developing, researching, designing, implementing and administering Local and Wide Area Networks (LAN's and WAN's); responsible for supporting networked computer operating systems and applications across multiple hardware and software platforms.

EXAMPLES OF DUTIES

Install and administer Novell, Microsoft NT and Unix system desktop operating systems and associated application and database software; install and maintain network data communications software and hardware installations; provide network communication systems support by maintaining Bridge/Routers and data switching systems; support WAN technologies such as fiber, T1/56KB, and ISDN data links, as well as, data radio technologies; support dial-in/out access communication systems; install and maintain PC to LAN, LAN to WAN and PC to Mainframe SNA/SAA communication links and security systems; help support a user base of over 1,500 plus personal computer users accessing mainframe, PC and Unix information systems over the Dane County LAN/WAN and perform PC software/hardware installations and problem-solve as well as train other personnel.

EMPLOYMENT STANDARDS

Education and Experience: Any combination of training and experience equivalent to a Bachelor's degree in Network Systems, Programming, Management Information Systems. Computer Science or related field and at least three years experience installing and supporting PC hardware and desktop software.

Knowledge Skills and Abilities: Knowledge and experience installing and supporting systems; Knowledge of Microsoft windows 3.11/NT desktop personal computers; knowledge of data communications and software systems such as Novell Connect and Novell SAA services; knowledge of Personal Computer hardware and software; LAN/WAN concepts, Bridge/Router administration, TCP/IP and IPX protocol; knowledge of use and support of Microsoft Office Suite of PC application software; skill and ability to communicate effectively to staff and users in writing and orally.