



ADMINISTRATION

December 3, 2024

System/Network Administrator

In an effort to fairly and accurately represent the IT Staff positions, we have undergone an extensive review process throughout 2024 in order to update the existing Advanced Computer Technician Job Description. This position will be renamed to System/Network Administrator. The intent of this rewrite is not only to encompass the job duties that are being performed, but also to ensure it remains current with our ever changing field. With the rewrite, we focused on including references to existing job descriptions across the industry (System Administration, Desktop Administration, Network Administration, and Fieldwork) and breaking down the duties to be more clear and concise. While the old job description focused on the duties primarily around computer support and troubleshooting, the new description expounds more into the realm of System and Network Administration to as we continue to grow and evolve our department. I This change will move the position from Grade 15 to Grade 17, and will become an Exempt Position.

Aaron Meyer,

IT Director

