

**Systems Analyst-Technology
North Orange County Community College District**

Direct Link: <https://www.AcademicKeys.com/r?job=100123>

Downloaded On: Oct. 23, 2018 10:25am

Posted Nov. 14, 2017, removed Dec. 14, 2017

Job Title	Systems Analyst-Technology
Department	DS Information Services Dept
Institution	North Orange County Community College District Anaheim, California
Date Posted	Nov. 14, 2017
Application Deadline	12/13/2017
Position Start Date	Available immediately
Job Categories	Professional Staff
Academic Field(s)	Information Technology
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Job Description

Systems Analyst-Technology

North Orange County Community College District

Position Number: ISC967

Location: District Services

Department: DS Information Services Dept

Percentage of Employment: 100%

Months of Employment: 12 Months Per Year

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Work Schedule: Monday- Friday, 8:00 AM - 5:00 PM (Schedule and shift are subject to change in accordance with department needs.)

Job Description:

Acts in a lead capacity and/or as an expert on the successful selection, design, installation and maintenance of automated systems including LAN/WAN data communications networks, enterprise servers, network operating systems, and/or database management systems.

Develops security standards, administers user access and monitors systems for breaches in security to ensure that all systems are secure.

Remains current on developments in hardware and software systems and equipment related to District system and needs in order to advise personnel and recommend systems changes, updates, and/or new technology as appropriate.

Conducts and participates in planning meetings and discussions with technical personnel, management, and end users and communicates with end users concerning their needs and requirements.

Researches and tests new technologies that show a potential benefit and monitors their performance if and when they are implemented.

Develops and sets overall standards for hardware, software, enterprise server platforms and networks.

Acts as project manager establishing project milestones and timelines and providing work direction and assignments to lower level technical staff.

Serves as District representative at user group conferences as required.

Learns and applies emerging technologies and advances as necessary to perform duties in an efficient, organized, and timely manner.

Performs related duties as assigned.

Primary Purpose:

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This position is responsible for acting in a lead capacity and/or as an expert on the successful selection, design, installation and maintenance of automated systems including LAN/WAN data communications networks, enterprise servers, network operating systems, computer security systems, and/or database management systems. The incumbent also ensures that all network servers, enterprise servers, and databases are secure. Responsibilities include advising management on technology solutions, defining project steps and timelines, coordinating, directing, and providing work direction to lower level technical staff and setting technical standards and providing technical expertise on complex technical problems.

Working Relationships:

The Systems Analyst -Technology maintains frequent contact with various District departments and personnel, information technology vendors, and outside contractors.

Knowledge, Skills, and Abilities:

Knowledge of LAN/WAN networks, operating systems, and enterprise servers

Knowledge of computer hardware and software, and related peripherals

Knowledge of applicable network standards and requirements

Ability to plan, lead, coordinate and conduct major projects or phases of projects

Knowledge of the principles and practices of providing technical work direction and guidance

Knowledge of interpersonal skills using tact, patience and courtesy

Knowledge of correct English usage, grammar, spelling, punctuation and vocabulary

Ability to write and update technical documentation

Ability to provide technical advice and leadership to the District

Ability to assign work and provide technical work directions to others

Ability to analyze situations accurately and adopt an effective course of action

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Ability to plan, organize and prioritize work

Ability to meet schedules and time lines

Ability to understand and follow oral and written directions

Ability to establish and maintain effective working relationships with others

Special Requirements:

The award of all degrees must be verifiable on a legible transcript.

Minimum Qualifications:

Graduation from a four-year college or university with a degree in computer science or a related field

Extensive experience in programming, operating systems, and data communications networks, including leadership responsibility

Commitment to diversity. All applicants must have demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff.

Desirable Qualifications:

Red Hat systems administration or engineering experience

Python, Perl, Powershell or other scripting languages

CCNA or comparable network experience

Experience in the following:

VMWare

HP-UX

Blade chassis & SAN administration

Working Conditions:

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College or District IT office environment; subject to sitting for long periods at a time (up to 2-3 hours).
Repetitive use of upper extremities including hand coordination activities.

Salary Range: \$7,567 - \$9,196 Per Month

Number of Vacancies: 1

Commitment to Diversity:

Posting Number: 2015213P

Open Date: 11/13/2017

Close Date: 12/13/2017

Special Instructions Summary: This is a classified position subject to a one-year probationary period. Initial salary placement will be determined by the Office of Human Resources in accordance with Board Policy and is not negotiable. The applicant selected for the position will be required to provide identification and employment eligibility as outlined in the Immigration Reform and Control Act. NOCCCD will not sponsor any visa applications.

The District may choose to fill one or more positions from this recruitment within the same fiscal year or 8 months, whichever is longer.

To ensure consistency and fairness to all applicants, please do not submit materials in addition to those requested. Additional materials will not be considered or returned. Be sure to complete all questions and sections of the application. For questions which may not apply, indicate N/A (not applicable). Do not use terms such as see resume or see attached.

The minimum required number of references for this position is three (3).

All applications will be screened under a process of utmost confidentiality by a committee of representatives from the college community. Possession of the minimum qualifications does not ensure an interview.

Reasonable accommodations for applicants with disabilities may be requested by calling (714) 808-4821 at least three business days in advance of the scheduled examination/interview date.

Evaluations of foreign degrees and/or coursework are required. See our website at <http://www.nocccd.edu/minimum-qualifications> for information regarding evaluation of foreign degrees.

To apply, visit: [\[url=http://apptrkr.com/1120779\]](http://apptrkr.com/1120779)<https://nocccd.peopleadmin.com/postings/2793>



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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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