Network Specialist IV
Rancho Santiago Community College District

Job Title	Network Specialist IV
Department	DO Educational Services
Institution	Rancho Santiago Community College District
	Santa Ana, California
Date Posted	Nov. 12, 2024
Application Deadline	12/13/2024
Position Start Date	Available immediately
Job Categories	Classified Staff
Academic Field(s)	Information Technology
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Job Description	

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Network Specialist IV

Rancho Santiago Community College District

Salary Range: Grade 22: $119,104.43 - $152,041.84

Job Type: Full Time

Job Number: CL24-01048

Network Specialist IV
Rancho Santiago Community College District

Location: Santa Ana, CA

Division: DO Educational Services

Closing: 12/13/2024 5:00 PM Pacific

Job Description

CLASS SUMMARY

Responsible for planning, analysis, design, development, testing, implementation and maintenance of network systems. May also act as a coordinator for network systems projects.

REPRESENTATIVE DUTIES

1. Project Coordination: identify scope of work; develop detailed task list and interdependencies; estimate time requirements; identify critical milestones; identify and assess risks; prepare contingency actions; coordinate project activities with project team.
2. Planning:assess current network infrastructure, processes, and information systems; develop network systems model.
3. Analysis: gather data to identify information systems requirements; interpret and evaluate requirements; define scope of work to meet information systems requirements; identify time, technology, and resource constraints; develop high level systems and functional specifications; prepare cost/benefit analysis (feasibility study), alternative options with pros & cons, and risk analysis; develop test strategy.
4. Design: develop detailed design specification including network diagrams and information process models; identify maintenance requirements; perform feasibility studies for alternative designs; identify physical requirements for systems implementation; prepare and conduct design review; identify impact on existing systems; perform usability testing and performance factors analysis; develop test plan; define security requirements; develop network design prototype.
5. Development:create new and/or modify existing network interfaces, configurations, and databases and environments.
6. Testing:perform unit, integration, system, volume, and performance testing; perform system conversion and acceptance testing.
7. Implementation: install production system, tune production system, perform user training, and perform post-implementation assessment.
8. Maintenance: plan, analyze, design, develop, test, and implement network enhancements.

ORGANIZATIONAL RELATIONSHIPS

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Network Specialists report to designated manager of the Information Technology Services department.

KNOWLEDGE AND ABILITIES

Knowledge: *Problem Definition:* problem identification techniques; information summarization and generalization techniques; detailed anomaly documentation; inquiry framing and clarification; relevancy and accuracy assessment information assessment. *Problem Analysis:* symptom v. cause categorization; hypothesis formulation and testing; system-wide impact analysis; creative problem solving; situational Network of principles. *Solutions Testing:* solution feasibility and relevance assessment; test procedure organization; data synthesis; solution integration. *Resolution Planning:* complex process organization and management; solution selection facilitation; data collection and analysis for decision making; contingency planning. *Solution Implementation:* change management processing; obstacle mitigation techniques; new process organization; outcome forecasting; technical documentation.

Ability: *Basic:* probe, qualify, analyzes, interpret, and summarize information; compose and edit documents for appropriate purpose and audience; convert numerical data and predicts arithmetic results; summarize, interpret, and translate mathematical data; interpret, clarify, and influence communication; present complex ideas and information; actively participate in discussion. *Thinking:* develop and apply creative solutions to new situations; analyze situation and consider risks, implications, and multiple viewpoints; examine information, analyze causes, and recommend action; analyze relationship between parts and whole, and process and procedures; investigate and apply new learning techniques and tools; analyze logic and principles, and examine information for relevance and accuracy. *Personal:* monitor self-performance standards and follow through on assigned tasks; accept responsibility for individual behavior and understand impact on others; modify behavior to environment and demonstrate empathy toward others; set and adjust goals, and demonstrate commitment to self-improvement; analyze personal and team implications of actions and follow ethical course of action. *Technical:* analyze, integrate, and compare data; analyze organization of information and convert formats; analyze system configuration, and identify strengths and limitations; adjust and monitor system operation, and troubleshoot system malfunction and failures; recommend system modifications and improvements; analyze task and technology relationship and recommend solutions. Physical Requirements: Ability to use a computer workstation throughout the workday.

Job Qualifications

MINIMUM QUALIFICATIONS

Training and Experience Training: Bachelor's degree in Information Technology, Computer Science or related field and six years experience in a communications environment. Experience may be substituted for the education on a year-for-year basis.
Experience:

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New systems implementation and existing systems maintenance in a transaction-processing environment.

ABOUT RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Rancho Santiago Community College District (RSCCD) is one of the most established districts in the state and has been in operation for nearly 50 years. Located in the heart of Orange County, it is one of the largest of California's 72 community college districts, based on the number of credit and non-credit students. RSCCD encompasses 25 percent of Orange County's total area and serves a population of more than 700,000 residents in the communities of Anaheim Hills, Orange, Santa Ana, Villa Park, and portions of Anaheim, Costa Mesa, Irvine, Fountain Valley, Garden Grove, Tustin, and Yorba Linda. The District includes Santiago Canyon College and Santa Ana College, as well as the Centennial and Orange Continuing Education Centers, the Digital Media Center, Joint Powers Fire Training Center, the Orange County Sheriff's Regional Training Academy, the College and Workforce Preparation Center, and the District Operations Center. RSCCD's three (3) auxiliary Foundations are actively involved in supporting both community and campus programs.

EEO STATEMENT

The Rancho Santiago Community College District (RSCCD) is committed to the concept and principles of staff diversity and equal employment opportunity by prohibiting discrimination based on ethnic group identification, national origin, religion, age, sex, race, color, ancestry, sexual orientation, physical or mental disability, gender identity, medical condition (cancer-related or genetic characteristics), marital status, citizenship, or service in the uniformed services, or on the basis of these perceived characteristics or based on association with a person or group with one or more of these actual or perceived characteristics. Applications from all persons interested in the position are encouraged.

SELECTION CRITERIA

Application Screening Job announcements will include screening criteria to be used during screening and interviews. This may include, but is not limited to:

- Education experience (breadth and depth)
- Work experience (breadth and depth)
- Demonstrated ability to work cooperatively with others
- Bilingual ability (if needed)
- Demonstrated experience and sensitivity to diversity, equity, and inclusion.
- Professional growth activities
- Specialized skills training
- Leadership skills
- Written and/or oral communication skills
- Presentation
- Problem Solving.

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Based on the information presented in the application materials, a limited number of candidates with qualifications most pertinent to the position will be invited to participate in the selection process, which may include a written test and an oral interview. Meeting the position's minimum requirements does not guarantee advancement in the selection process. Candidate qualifications will be assessed to determine those who meet and exceed requirements and are deemed the most competitive in the applicant pool. **Interview**Applicants selected for an interview may be required to take additional tests or assessments and will be notified of such prior to the date of the interview. During the oral session, those selected for interviews will, in addition to the above, also be evaluated on the following factors:

- Oral communication skills
- Presentation
- Problem-solving skills

A predetermined set of questions will be asked of all applicants interviewed. Applicants are requested to provide thorough yet concise information on their related experience to ensure the correct evaluation of their qualifications. Evaluation criteria will be applied consistently to all applicants.

Application Procedures To ensure full consideration, all applicants must submit a complete Rancho Santiago Community College District online application that includes the items listed below by the position's closing date. Recruitment will review all applications for completeness, and only complete application packets will be forwarded to the screening committee for further review.
A Complete Application Packet Must Include the Following:

1. RSCCD Online Application
2. Resume - details all relevant education, training, and other work experience

Disability Accommodations
Individuals who require reasonable accommodations in the Application or Interviewing Process in accordance with ADA should notify the Recruitment Office in the Human Resources Division at least two days prior to the closing date, by calling (714) 480-7455.

Conditions of Employment The selected candidate is required to complete the following before employment as part of the onboarding process:

1. Present original documents for proof of eligibility to work in the United States.
2. Provide a certificate of Tuberculosis Exam.
3. Fingerprints (by a Live Scan Agency at the candidate's expense, and clearance must be received

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before the first day of employment)

To apply, please visit https://www.schooljobs.com/careers/rsccd/jobs/4717592/network-specialist-iv

Contact Information

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

Contact

DO Educational Services

Rancho Santiago Community College District

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