



California Department of Education Job Announcement

CALIFORNIA SCHOOL FOR THE DEAF, RIVERSIDE
Nancy Hlibok Amann, Site Superintendent
3044 Horace Street
Riverside, CA 92506

Position: Staff Info. Systems Analyst
Area: State Special Schools Services Office
Tenure: Permanent
Time Base: Full-Time
Salary: \$5,295 - \$6,963 per month

DUTIES: Under the general supervision of the Senior Information Systems Analyst (Supervisor), the Staff Information Systems Analyst (Specialist) is responsible for the operation, administration, and maintenance of network and server hardware/software and other information technology (IT) infrastructure systems for the SSSSO South unit. This position has additional duties supporting critical hardware and software functions required to support educational and operational needs at the Riverside school and Los Angeles diagnostic center. Additionally, the position functions as an advisor and assistant to other IT staff, educational staff and site administrators in the design and deployment of information and general technology systems.

- **Network Administration** – The incumbent functions as a network administrator for both the physical and logical network. Design, configure, monitor, and troubleshoot network VLANs, routing paths, IP based end-points, firewall rules, and port security. Design, monitor, and maintain wireless access, including access point placement and wireless security. Advise the Sr. ISA supervisor on physical network infrastructure, and work with other IT staff to repair or extend the physical network as needed. In addition, install, monitor, manage, and maintain site network hardware and actively monitor connectivity and respond to issues as they arise.
- **Server Administration** – The incumbent serves as an administrator of the following server applications, Microsoft Active Directory, SANS servers, Hypervisor Host and Guest deployments, Cisco Unity and CCM servers, Microsoft Exchange/OWA, Backup Exec, Anti-SPAM, Microsoft SQL Server, iBoss Web content filter, Microsoft SharePoint, and file sharing solutions. Test and apply updates, and ensure high availability of business critical applications. Actively monitor connectivity and respond to issues as they arise.
- **IT Procurement** – Act as the primary IT procurement officer for the SSSSO South Unit, learn and remain fluent with the TSD, SSSSO and State of California IT procurement process. Work with staff to assess purchasing needs. Work with Staff to develop written justification for IT purchases. Contact vendors for quotations. Prepare procurement documents.

DESIRED QUALIFICATIONS:

- Experience and knowledge in a wide variety of information technology areas, additionally, the position requires specific expertise in network infrastructure and various implementations.
- Ability to communicate effectively.
- Excellent collaboration and interpersonal skills, and the ability work well in a team environment.

Conditions of Employment: Pre-employment background check, fingerprints, and tuberculosis test.

WHO MAY APPLY: Individuals who are eligible for all methods of appointment may be considered (e.g. list appointment, transfer, re-instatement, surplus, State Restriction of Appointments (SROA), re-employment, Training & Development assignment). For information on how to obtain list eligibility, please visit the CalHR website at <http://www.jobs.ca.gov/>. All applicants must clearly indicate the basis for their eligibility in the “explanations” section on the Standard State Application Form (STD 678). Applications will be screened and only the most qualified candidates will be interviewed.

HOW TO APPLY: *Submit a State Application (Form 678) to:*
California School for the Deaf, Riverside
Attn: Personnel/Deanna Ybarbo
3044 Horace Street
Riverside, CA 92506

APPLICATIONS MUST BE RECEIVED OR POSTMARKED BY: SEPTEMBER 6, 2016

Telephones: Voice-951/248-7700 ext. 1116