

**MANITOU SPRINGS SCHOOL DISTRICT 14
MANITOU SPRINGS, CO**

VACANCY NOTICE

POSITION: DISTRICT TECHNOLOGY SUPPORT TECHNICIAN

LOCATION: Manitou Springs School District 14
Shared Integrated Learning Center
405 El Monte Place
Manitou Springs, CO 80829

REQUIREMENTS:

Perform a variety of maintenance, installation, and training tasks to ensure that users are supported and that equipment functions correctly and meets district and user needs. Experience with Mac OS X Server/Workstation and Mac OS X server's Workgroup Manager (LDAP), iOS devices, High School Diploma or equivalent

RESPONSIBILITIES:

- Investigate user problems, identify their source, determine possible solutions, test and implement solutions
- Support network workstations, hardware, peripherals and software including email
- Install, configure, and maintain computers, iPad's networks, file servers, peripherals, and other related equipment, devices, and systems
- Perform and/or oversee software and application installation and upgrades.
- Handle daily iPad issues, Serial Numbers, Volume Purchase, Hardware Repairs, Syncing, iTunes Management, Back up, MDM etc.
- Anticipate communication and networking problems and implement preventive measures.
- Maintain confidentiality with regard to the information being processed, stored or accessed by the network
- Document network problems and resolutions for future reference.
- Assist personnel as a computer and iPad resource
- Other duties as assigned

KNOWLEDGE AND SKILL REQUIREMENTS

- Basic reading, writing, and arithmetic skills required. This is normally acquired through a high school diploma or equivalent
- Knowledge of a range of computer networking systems, applications, procedures, and techniques to include Mac OS X, Windows or similar computer networks.
- Ability to identify and resolve computer system malfunctions and operational problems.
- Knowledge of computing and network hardware and peripheral equipment.
- Ability to install, configure, and maintain personal computers, iPad's, networks, and related hardware and software.
- Ability to learn and support new systems and applications.
- Skill in organizing resources and establishing priorities.
- Ability to provide technical training to end users and communicate technical information to non- technical personnel.
- Apple Certified or willing to become Apple Certified

TERMS OF EMPLOYMENT: Start Date: Immediately, 8 hour day, 5 days per week until May 31st, with a possibility for permanent position. 2012 salary range \$14.29 to \$15.69 per hour, PERA.

POSTED: January 20, 2012

CLOSING DATE: February 6, 2012

TO APPLY: For an application: <http://www.mssd14.org/employment.html>
For questions, e-mail Cathrine Butler-Olimb, colimb@mssd14.org

Manitou Springs School District 14 is an equal opportunity educational institution and will not discriminate on the basis of race, color, national origin, age, gender, or disability in its activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For information regarding civil rights or grievance procedures, contact Mr. Ed Longfield, Superintendent, Manitou Springs School District 14, 405 El Monte Place, Manitou Springs, CO 80829, (719) 685-2024 or the Office of Civil Rights, U.S. Dept. of Education, 1961 Stout Street, Denver, CO 80294, (303) 844-2991.