



# VACANCY NOTICE

**TITLE:** Network Manager

**LOCATION:** Support Service Center, Norwich, NY

**REPORTS:** Director of Management Services

**TERMS:** Full-time, 12 months

**QUALIFICATIONS:** Bachelor's degree in Computer Science, Computer Technology, Computer Engineering, Data Processing, Management of Information Systems or closely related field: one (1) year involving the maintenance, configuration, or installation of mainframe and/or microcomputing hardware and software which shall include networking;  
OR with Associate's degree: three (3) years' experience of same;  
OR with no college: five (5) years' experience of same.

**RESPONSIBILITIES/DUTIES:** Analyze existing systems and make recommendations for updating systems; Consult with users and department heads on technology needs; Supervises trains and provides assistance to technology staff; Install, configure, and maintain networking software and hardware; Ensure security and efficiency of computer systems; Perform routine and regular maintenance; Configure workstations; Maintains logs; Oversees preparation of instructional manuals for users; Maintains inventory; Assists administration in planning; Oversees procurement of hardware and software; Provides consulting support for component districts.

**SALARY/BENEFITS:** Starting salary \$63,000 plus experience

**STARTING DATE:** October 2022

**TO APPLY:** Send cover letter, resume, Delaware County civil service application and DCMO BOCES application.  
Applications reviewed as received.

DCMO BOCES Application found at:  
<http://www.dcmoboces.com/application>

Delaware County civil service application found at:  
[http://www.co.delaware.ny.us/departments/pers/docs/employee\\_docs/DC%20Application%2020191121%20savable.pdf](http://www.co.delaware.ny.us/departments/pers/docs/employee_docs/DC%20Application%2020191121%20savable.pdf)

*Apply online:*  
[www.OLASjobs.org](http://www.OLASjobs.org)  
-or-  
<https://dcmo.mightyrecruiter.com>

*By mail:*  
Human Resources Department  
Delaware-Chenango-Madison-Otsego BOCES  
6678 County Road 32  
Norwich, NY 13815-3554

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