



Job Specification

Job Title: Network Operations Center Technician, Associate
BCAT Code: 603X AT
Pay Grade: G11

Effective Date: April 1, 2007
Revision Date: February 1, 2007
FLSA Status: Non-Exempt

General Description

Provides entry level monitoring and resolution of routine technical problems, on a shift basis, at the 24 hour-operation of the Network Operations Center.

Examples of Duties

- Installs simple equipment and cables.
- Executes digital printing tasks.
- Backs up university information systems to tape or disc devices.
- Provides technical support for routine problems registered at the Helpcenter.
- Responds to emergency situations.
- Performs other entry-level technician related duties as assigned.

Knowledge, Skills, and Abilities

- Knowledge of data processing and network principles, practices, and equipment.
- Knowledge of large integrated systems and event driven programming.
- Knowledge of Windows 2000 & XP, Banner, Spectrum, Unix, and an understanding of client/server computing, programming languages (COBOL, C, C++, Visual Basic, Pearle, Java, relational databases (Oracle), crystal, SQL/PL SQL, LANs, etc).
- Ability to multi-task and use independent judgment.
- Effective time management, customer service, analytical, and organizational skills.
- Effective oral and verbal communication with external and internal customers.

Minimum GSU Hiring Standards

Bachelor's degree; or a combination of education and experience.

The above is a general description of duties performed by employees holding this job title and does not represent a complete list of duties that may be assigned to an employee.