

NETWORK AND SYSTEMS SPECIALIST II

Department: General Services

Classification: Competitive

Specification Number: 2485

Approved: 10/18/2022

Revised: By JG

MINIMUM QUALIFICATION

OPEN COMPETITIVE

Either:

- a) Graduation from a college with federally authorized accreditation or registration by NY State with a Bachelor's Degree including twelve (12) credits in information technology or a computer related field; or,
- b) Graduation from a standard senior high school and six (6) years of experience in the installation, analysis, design and/or selection of information technology networks and systems; or
- c) An equivalent combination of education and experience as defined by the limits of a) and b).

NOTE: Coursework in information technology from a non-degree-granting computer training institution may be accepted based upon credit hour equivalence. Because of the changing technology in this field, experience must be gained in the past eight (8) years.

PROMOTIONAL:

Two (2) years of permanent status as a Network and Systems Specialist I.

DISTINGUISHING FEATURES OF THE CLASS

An employee in this title assists in directing and planning information technology computer networks and oversees the effectiveness of computer networks and systems. Work is performed under general supervision of the Deputy Commissioner of General Services. Does related work as required.

TYPICAL WORK ACTIVITIES

- Assists in directing and planning of information technology computer networks;
- Assists in directing and planning of security for internet and intranet-based attack and mitigation scenarios;
- Develops the design and implements enterprise level information technology computer networks and wireless networks;
- Oversees equipment purchases and provides assistance in utilizing new equipment and software;
- Analyzes project proposals, cost estimates, timelines and schedules;
- Assists in the solution of problems relating to hardware and software;
- Leads and trains staff in the configuration, installation, testing, troubleshooting, upgrading and supporting of information technology computer network hardware and software;
- Leads various groups responsible for implementing all aspects of information technology;
- Plans, assigns, directs and evaluates the work of subordinates.

KNOWLEDGE, SKILLS, ABILITIES and PERSONAL CHARACTERISTICS

Excellent knowledge of the capabilities and limitations of information technology including computers, networks and peripheral equipment; excellent knowledge of information technology including practical and optimum usage; good knowledge of recent developments in the field of information technology; ability to analyze facts and exercise sound judgment in arriving at conclusions; ability to express oneself clearly and concisely, both orally and in writing; ability to plan, supervise and review the work of others in a manner conducive to full performance and high morale; physical condition commensurate with the demands of the position.