

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: <u>DHR15116538</u>	DATE POSTED: <u>11/02/18</u>	
POSITION NO: <u>942070</u>	CLOSING DATE: <u>11/16/18</u>	
POSITION TITLE: <u>Senior Information Systems Technician</u>		
DEPARTMENT NAME / WORKSITE: <u>DHR - Department of Child Support Services - St. Michaels, Arizona</u>		
WORK DAYS: <u>Monday-Friday</u>	REGULAR FULL TIME: <input checked="" type="checkbox"/>	GRADE/STEP: <u>AS61A</u>
WORK HOURS: <u>8 AM - 5 PM</u>	PART TIME: <input type="checkbox"/>	NO. OF HRS./WK.: _____ \$ <u>36,920.00</u> PER ANNUM
SENSITIVE <input checked="" type="checkbox"/>	SEASONAL: <input type="checkbox"/>	DURATION : _____ \$ <u>17.75</u> PER HOUR
NON-SENSITIVE <input type="checkbox"/>	TEMPORARY: <input type="checkbox"/>	_____

DUTIES AND RESPONSIBILITIES:

Monitor the LAN / WAN internet and intranet including performance and security of LAN / WAN, routine Technical assistance with child support system. Troubleshoot and diagnose LAN / WAN Internet and Intranet Outages, child support systems. Collaborate with other IT staff and train on configuration / testing / monitoring if LAN / WAN. Plan, design, implement, configure, test and monitor LAN / WAN IP Telephony and Video Conference System. Install, Terminate and test CAT 3/5/6 Data Cabling, desktop, printers scanners and other equipment. Plan, develop, implement, test IOS updates / Patches for Network / computer equipment for Central / Agencies. Support, monitor, test, troubleshoot and diagnose and repair of computer Hardware and Software and other peripherals. Performs assessment on new Navajo Nation Department of Child Support Services sites (building and Network Room / equipment) to ensure compliance. Provide and users support for all software applications. Install, configure and test Operating Systems / Software Applications. Plan, design, implement, LAN / WAN (Core/Switches/PIX/VPN) (Regional Routers / Switches). Plan, develop, implement, configure, test and monitor CISCO Core Router, Switches, PIX / VPN Firewall. Plan, Develop, implement, configure, test and monitor CISCO route, Switches at agency site (6 Sites) including NNDCSS Administration.

QUALIFICATION REQUIREMENTS: (Education, Experience and Training)

Minimum Qualifications:

- Associate Degree in Computer Science or related field; and four (4) years of information systems hardware and software installation and maintenance experience, computer programming, network services, systems support or production support; or an equivalent combination of education and experience.

Special Requirements:

- A favorable background investigation.

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)

Special Knowledge, Skills and Abilities:

Knowledge of: Computer programming, systems hardware, software installation, maintenance, network services, Federal, State and Navajo Nation Regulations, policies and procedures. Skills in: understanding and following oral / written, instruction / direction; utilized computer databases to research, maintain and update records and files; establishing / cooperative working relationship with resources in the course of work at all times maintain professionalism. Abilities: Able to understand and communication in (Navajo/English); Consideration knowledge of computer programming.

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.