

POSITION DESCRIPTION		AGENCY/DEPT ID DAS/DAS505130
DIVISION OR INSTITUTION Office of Information Technology	UNIT OR OFFICE ISD/PET	COUNTY OF EMPLOYMENT Franklin

POSITION NUMBER 2006388	<input type="checkbox"/> Reclassification <input type="checkbox"/> New Position <input checked="" type="checkbox"/> Update		Position Hyperlinked to <input type="checkbox"/>	
				Agency Organizational Tree
	USUAL WORKING TITLE OF POSITION		POSITION NO. AND TITLE OF IMMEDIATE SUPERVISOR	
			20006329 Data Systems Administrator	
<input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Intermittent		<input checked="" type="checkbox"/> Classified <input type="checkbox"/> Unclassified <input type="checkbox"/> Essential		
		Overtime: <input checked="" type="checkbox"/> Eligible <input type="checkbox"/> Exempt	Bargaining Unit	
		If FLSA Exempt, exemption type:	PR: Page 1 of 2	
NORMAL WORKING HOURS (Explain unusual or rotating shift): FROM: 8:00am TO: 5:00pm				

JOB DESCRIPTION AND WORKER CHARACTERISTICS		
%	Job Duties in Order of Importance	Knowledge, Skills & Abilities
65	Serves as a consultant on analysis & design for the Performance Engineering Team (PET) to provides advice & guidance to Office of Information Technology (OIT) & Infrastructure Services Division (ISD) senior management (e.g., PET Administrator, Deputy CIO, State CIO & Program Administrators) that focuses on the design, development, implementation & deployment of OIT/ISD's designated key projects: direct participation in design, architecture & engineering of server virtualization, storage & desktop environments, disaster recovery, replication, network connectivity, configuration, monitoring & troubleshooting, routed & switched data network services (e.g. voice, data & video for state agencies); serves as network architect, uses electrical engineering education to analyses, design & plan Wide Area Network (WAN) services offered by OIT/ISD; analyzes operations & designs large enterprises routed & switched data networks serving multiple remote sites (i.e., 100 or more) supporting multiple communications protocols (e.g., T1, T3, OC-n, Ethernet, wireless, analog) to ensure adequate delivery of services to state agencies; provides advice & guidance for network systems design, planning, acquisition & operation; participates in OIT/ISD short & long-term planning process & assists in agency-wide policy, research, planning, technical policy implementation & procedures related to network systems; participates in national standards for internet; ensures compliance with stated standards, ITIL processes & OIT/ISD best practices & procedures; makes recommendations to OIT/ISD senior managers on issues involving computer networks, load balancing, Storage Area Network (SAN), clustering & high availability configurations; coordinates activity with other OIT/ISD staff as a consultant & provides technical expertise, integration & coordination for all facets of state agency computer systems & networks connected to OIT/ISD operations as needed & directed as well as in meetings with agency or other governmental officials & on committees & in conferences.	Knowledge of: (1) information technology (IT); (2) IT analysis & design; (3) IT architecture & principles; (4) multiple communications protocols (e.g., T1, T3, OC-n, Ethernet, wireless, analog); (5) Wide Area Network (WAN), (6) project management; (7) ITIL processes Skill in: (8) operation of personal computer & associated hardware/software. Ability to: (9) deal with many variables & determine specific action; (10) read & interpret extensive variety of technical material; (11) communicate verbally & in writing on technical & non-technical matters.

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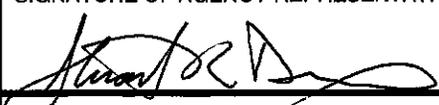
JOB CODE TITLE
Information Technology Consultant 3

apd 11/8/10 *[Signature]*

JOB CODE
64163

List Position Numbers & Job Titles of Positions Directly Supervised:	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i>	DATE 11/8/10
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	NORMAL WORKING HOURS (Explain unusual or rotating shift): FROM: 8:00am TO: 5:00pm			
JOB DESCRIPTION AND WORKER CHARACTERISTICS				
%	Job Duties in Order of Importance	Knowledge, Skills & Abilities		
35	Evaluates network systems needs of agency; researches & analyses network systems technology industry trends; oversees review of proposed & ordered services by agencies for compliance to industry & agency standards; responds to service interruptions & serves as senior technician for troubleshooting complex network issues; evaluates, analyzes & designs complex inter-agency network systems implementation & integration, interfaces with customers, service providers & equipment manufacturers involved in delivery network services to state agencies; researches & consults with OIT/ISD staff on a broad spectrum of IT subjects including technical offerings, new products & tools; formulates & implements technical policies & procedures related to all facets of information systems; independently analyzes & resolves complex problems involving various high profile Department of Administrative Services (DAS) initiatives & technical programs (e.g., Ohio Business Gateway, Virtual Server, Virtual Desktop, State Portal) by troubleshooting & isolating problems & taking corrective actions (e.g., re-engineering programs, diagnosing problem components, application, operating system, hardware, directing & monitoring vendor repairs, reconfiguring hardware &/or software); participates in vulnerability assessments & analysis to ensure security on all OIT/ISD projects, providing guidance on remediation & mitigation of identified vulnerabilities; assists OIT/ISD Networks Services & Operations in the protection of remote & networked users with intrusion & virus detection, the identification & isolation of unauthorized network access as well as new & known blended security threats, assists OIT/ISD with the implementation of patches & fixes to ensure the intrusion threat is minimized & eliminated.	Knowledge of: 1, 2, 3, 6, 7 Skill in: 8 Ability to: 9, 10, 11		
JOB CODE 64163	JOB CODE TITLE Information Technology Consultant 3	List Position Numbers & Job Titles of Positions Directly Supervised:		
		SIGNATURE OF AGENCY REPRESENTATIVE 	DATE 11/8/10	