

POSITION DESCRIPTION

AGENCY/DEPT ID DAS500000

DIVISION OR INSTITUTION
Office of Information Technology

UNIT OR OFFICE
ISD/Server

COUNTY OF EMPLOYMENT
Franklin

This row is for Information Technology classifications ONLY

PRIMARY TECHNOLOGY (IT ONLY)
VMware

SECONDARY TECHNOLOGY (IT ONLY)
Microsoft Server

POSITION NUMBER
20074146

Reclassification

New Position

Update

Position Hyperlinked to

Agency Organizational Tree

USUAL WORKING TITLE OF POSITION

POSITION NO. AND TITLE OF IMMEDIATE SUPERVISOR
See Table of Organization

Permanent
 Temporary
 Intermittent

Classified
 Unclassified
 Essential

Overtime: Eligible Exempt

Bargaining Unit 14

If FLSA Exempt, exemption type:

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NORMAL WORKING HOURS (Explain unusual or rotating shift):

FROM: 8:00 am

TO: 5:00 pm

JOB DESCRIPTION AND WORKER CHARACTERISTICS

%	Job Duties in Order of Importance	Knowledge, Skills & Abilities
		<p>Skill for: (17) service orientation; (18) installation; (19) troubleshooting; (20) critical thinking; (21) operation monitoring; (22) judgment & decision making; (23) identifying & specifying business requirements using data recovery tools & techniques; (24) systems evaluation; (25) complex problem solving; (26) assuring quality & lead work.</p> <p>Ability to: (27) prepare meaningful, accurate & concise reports; (28) stay abreast of current technologies in area of IT assigned; (29) define problems, collect data & establish facts & draw valid conclusions; (30) provide expert technical advice; (31) guidance, & recommendations to management & other technical specialists on critical IT issues.</p>
40	<p>Develops solutions design; works with IT Architect staff, CIO or IT Managers to design solutions that meet the agency's requirements; assists analysis of the solution design's business case; authors' portions of the solution business case.</p>	<p>Knowledge of: 1-16 Skill for: 17-26 Ability to: 27-31</p>
20	<p>Works with vendors, other specialists and/or agencies to solve integration problems. Plans and conducts formal mentorship activities for peers and/or lower-level staff via verbal instruction or technical documentation.</p> <p><i>Job duty, knowledge, skill, and ability statements at a lower-level are understood to be able to be performed at any higher level.</i></p>	<p>Knowledge of: 1-16 Skill for: 17-26 Ability to: 27-31</p>

JOB TITLE
Infrastructure Specialist 4

JOB CODE
69934

List Position Numbers & Job Titles of Positions Directly Supervised:

SIGNATURE OF AGENCY REPRESENTATIVE

DATE

Spencer Wood/psm

6/5/14