



UCS-23

EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

PLEASE POST
ANNOUNCEMENT NO. 5503

POSITION TITLE: PRINCIPAL LOCAL AREA NETWORK ADMINISTRATOR **JG: 28**

LOCATION: 5TH JUDICIAL DISTRICT
DISTRICT ADMINISTRATIVE OFFICE

BASE SALARY: \$ 88,329

CLASSIFICATION: NON-COMPETITIVE

QUALIFICATIONS: Certification in Network Administration within eighteen (18) months of appointment; **and** one year of service in the Associate Local Area Network Administrator title; **or** Master's degree in computer science or a related field from an accredited college or university and two (2) years of local area network operations experience in IBM, Novell, LAN using Token Ring, Ethernet, Windows, and OS/2 operating environments; **or** Bachelor's degree and four (4) years of local area network operations experience in IBM, Novell, LAN using Token Ring, Ethernet, Windows, and OS/2 operating environments; **or** An equivalent combination of education and experience.

DISTINGUISHING FEATURES OF WORK:

Principal Local Area Network Administrators are assigned to administrative offices throughout the Unified Court System, where, under direction of administrative office personnel, they are responsible for supervising subordinate local area network administrators and the management of multi-vendor client/server technology environments. They are responsible for complex wide area networks in order to ensure availability of services to all users. Principal Local Area Network Administrators are responsible for planning and implementation of network strategies in accordance with Department of Information Technology standards, policies, and procedures. Principal Local Area Administrators coordinate the configuration of complex local area networks and installation of operating and application software and hardware. They coordinate resolution of problems with the implementation, operation, and maintenance of communication media, computer equipment, and network design, and perform other related duties.

ASSIGNMENT:

Duties and responsibilities include supervising technical staff covering the six counties of the district; assisting in developing policies and procedures; planning and supervising the installation of network architecture; managing multi-vendor client/server technology environments; developing and coordinating training; reviewing and preparing reports; and determining solutions to technical problems. Travel may be required.

GENERAL INFORMATION:

The above statements are intended to describe the general nature and level of work being performed by persons assigned to this title. They do not include all job duties performed by employees in the title, and every position does not necessarily require these duties. Although a position is available and situated at a specific location, the appointee may be subject to reassignment to any position in the same title in this promotion unit dependent upon the needs of the Unified Court System. All applications received from this announcement may be used to fill any vacancies in this title that may occur in this court or agency within the next six (6) months. Position(s) available at the present time: 1.

APPLICATION PROCEDURES: All interested persons meeting the minimum qualifications are encouraged to submit a UCS-5 Application for Employment form (obtainable from any administrative office in a court building or on the web at www.nycourts.gov/careers/UCS5.pdf) and a resume to:

MICHAEL A. KLEIN, ESQ.
DISTRICT EXECUTIVE
FIFTH JUDICIAL DISTRICT ADMINISTRATIVE OFFICE
600 SOUTH STATE STREET, ROOM 300
SYRACUSE, NEW YORK 13202
(315) 671-2111

APPLICANTS ARE ENCOURAGED TO COMPLETE THE EEO DATA COLLECTION FORM.

POSTING DATE: May 12, 2015

APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY: June 3, 2015

The New York State Unified Court System is an equal opportunity employer, and does not discriminate on the basis of race, color, religion, gender (including pregnancy and gender identity or expression), national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, parental status, military service, or other non-merit factor.
