

JOB DESCRIPTION

POSITION TITLE: Director, Infrastructure	JOB CODE: 643
DIVISION: Strategy and Accountability	SALARY SCHEDULE: Technology Services
DEPARTMENT: Technology Services	WORK DAYS: 238
REPORTS TO: Senior Executive Director of Technology	PAY GRADE: Rank A (NT01)
FLSA: Exempt	PAY FREQUENCY: Monthly
PRIMARY FUNCTION: Directs all activities of an assigned IT functional group. Directs the design and implementation of infrastructure related to fiber optic – copper – coax cabling, connectivity of data network switch components, and all telecommunication systems.	

REQUIREMENTS:

1.	Educational Level: Bachelor Degree required
2.	Certification/License Required: None
3.	Experience: 5 years in the installation of fiber optic cable, termination of fiber optic cable with MTRJ, ST, and SC, OTDR testing, fusion splicing, installation and configuration of data network switches, with at least 2 years of leadership experience in managing multiple, medium to large cross-functional teams or projects
4.	Physical Activities: Routine physical activities that are required to fulfill job responsibilities
5.	Knowledge, Skills, & Abilities: Written and oral communication; leadership

The Board of Education and the Superintendent may accept alternatives to some of the above requirements.

ESSENTIAL DUTIES:

1.	Demonstrates prompt and regular attendance.
2.	Interviews, hires, and evaluates performance of Infrastructure Services team members.
3.	Directs outsourced personnel in regard to network cabling design implementation in existing, newly constructed, and renovated facilities.
4.	Directs the compilation and maintaining of computerized records such as material inventory, in process production reports, and status and location of materials.
5.	Ensures the selection and proper installation of networking components that provide the interconnectivity of the backbone network design from the MDF to the edge optical components.
6.	Conducts training sessions for appropriate personnel in preparing, installing, terminating, and testing fiber optic cable.
7.	Directs the examination of materials used in cabling installation to ensure conformance to network design specifications utilizing laser light sources, optical spectrum analyzers and optical power meters.
8.	Researches and evaluates new and updated technology pertaining to network design and cable implementation.
9.	Provides fiber optic cable route studies from building blueprints, drop cross references, and design for implementation within the district.
10.	Reviews and updates production schedules and related information and coordinates with Site Construction Superintendent.
11.	Establishes data networks by providing leadership and direction of proper cable design, installation and termination, installing and configuring data network edge switches, installation of MDF racks and ladder rack support, establishing connections and integrations, programming features, and activating remote access tools for network electronics.
12.	Forecasts and prepares budgets for departmental expenditures.
13.	Communicates and cooperates with other directors and CCSD staff.

14.	Performs other duties as assigned by appropriate administrator.
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Signature of Employee _____ Date _____

Signature of Supervisor _____ Date _____