

Falmouth Public Schools

Job Description

Network/Computer Technician

General Statement of Duties:

To support the district's current and growing technology – including networks, hardware and software. Respond to issues of a technical nature in a timely manner, assuring the least amount of downtime for the associated systems.

The duties of this position will include, but are not limited to:

1. Diagnose, repair and maintain current hardware, software and network systems. Provide technical support to staff and administration for the performance of their assigned duties. Install, configure, and upgrade hardware/software as needed. Recommend repair or replacement of equipment.
2. Participate in the District's technology planning and budgeting process. Assist the Director with purchasing of technology.
3. Ensure that staff needs/requests are directed to the appropriate district technology professional