

**COLORADO NORTHWESTERN COMMUNITY COLLEGE**  
is inviting applications for

**NETWORK SUPPORT ANALYST**

**RESPONSIBILITIES:** Coordinate and perform the installation and maintenance of Windows Based Computers, and assist in support for other CCCS institutions as required. Installation and maintenance of servers in a Windows environment. Knowledge of Active Directory, DHCP and DNS. Manage the client side operations of Administrative and/or Instructional desktop computers using Symantec Ghost applications and Group Policies. Installation and support of any specialized software. Provide technical consultation to faculty and staff including analyzing, diagnosing, troubleshooting, researching and solving problems encountered by users. Consult with departments to determine the needs for specific projects; analyze the results and recommend either hardware or software which will operate on existing systems. Collaborate with campus staff at all levels to determine computer needs for special functions, training, or relocation of computer equipment in departmental offices. Upgrade hardware as required to keep the computer systems running at their potential capacity. Configuration and support for Cisco switches, routers, wireless access points and associated network infrastructure components as required. Ensure maximum local area network availability, security, integrity and services. Knowledge of Packeteer, Campus Manager or equivalent network appliances helpful, training is available for the devices. Work to develop, document, maintain and enforce technical services procedures, standards and policies for CNCC and follow any standards adopted by CCCS ITC. Develop and maintain distance learning capabilities and smart classrooms. Some supervisory duties may be applicable.

**DATE OF NOTICE:** Dec. 4, 2009

**CLOSING DATE:** Applications will be accepted until position is filled. Review of applications will begin immediately and continue until position is filled.

**STARTING DATE:** Approx Jan. 15, 2010.

**SELECTION PROCESS:** Preliminary screening will be made on the basis of completed Application Package submitted by candidate. \*Completed Application Package includes: CNCC application for an exempt position, letter of interest detailing experience as related to this position, resume, and names, addresses and phone numbers for at least three professional references. Selected applicants will be invited by the screening committee for interviews. Finalist will be required to furnish official transcripts. ALL APPLICATION MATERIALS BECOME THE PROPERTY OF COLORADO NORTHWESTERN COMMUNITY COLLEGE AND CAN NOT BE COPIED. WHEN APPLYING FOR ANY OTHER POSITION AT CNCC, A SEPARATE, COMPLETED APPLICATION PACKAGE MUST BE SUBMITTED.

**QUALIFICATIONS:** The successful candidate will possess excellent interpersonal, oral communications and negotiations skills necessary to establish and maintain efficient and cooperative relationships with people from diverse backgrounds including college personnel and the public. Skill ability or life experiences to contribute as a team player in a respectful and professional environment. Ability to manage time effectively. **MINIMUM QUALIFICATIONS:** AA/AS in Computer Science or equivalent field. Certificates that are equivalent to an AA/AS will be suitable. Years of experience will be counted as education. Computer/Printer, IP Telephone, HP Server Backup Solutions using Symantec Backup Exec. **PREFERRED:** BA/BS in related field.

**LOCATION:** Rangely Campus

**TYPE OF APPOINTMENT:** Full time administrative.

**SALARY:** 40K

**BENEFITS:** Administrative positions receive paid sick leave, annual leave, group health, dental and life insurance with college cost participation and a state retirement program.

**CONTACT:** Colorado Northwestern Community College  
Office of Human Resources  
500 Kennedy Drive  
Rangely, CO 81648

Colorado Northwestern Community College has a strong commitment to the principles of diversity and welcomes responses from women, minorities, and persons with disabilities.

Effective 3/88. Colorado fiscal rules require Direct Deposit for all new employees.

**CNCC is an Equal Opportunity Employer**