



**HAMILTON COUNTY**  
**JOB OPPORTUNITY**  
AN EQUAL OPPORTUNITY EMPLOYER

Posting Number:	01-12
Date Posted:	January 11, 2012
Deadline to Apply:	OPEN UNTIL FILLED

POSITION: Network Manager

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CLASSIFICATION: Manager 4 - IS (Network Manager)  
DEPARTMENT: Job and Family Services  
LOCATION: 222 E. Central Parkway  
Cincinnati, OH 45202  
WORK HOURS: 80 Biweekly  
FLSA STATUS: Salaried Exempt  
SALARY: \$62,236 Annually

**Listed below are the MINIMUM QUALIFICATIONS that must be met in order to be considered:**

Bachelors Degree in computer science or related technical discipline and seven (7) or more years of progressive experience in an IT organization including thorough experience in computer networking and computer network management and two (2) years experience in a supervisory or project leader role; or equivalent.

**Listed below are the PREFERRED QUALIFICATIONS of the department:**

Knowledge of: management; networking; server operating systems; email/messaging; routing; RDBMS, data processing; computer programming techniques; computer hardware/software applications; systems analysis; systems design; budgeting; supervision; employee training and development; manpower planning; public relations; office practices and procedures. Ability to use statistical analysis; assess situation and determine specific course of action; administer and implement in-depth projects; develop and interpret technical and administrative policies and procedures; establish friendly atmosphere as supervisor of work unit; handle sensitive contacts with public and government officials; interview job applicants effectively.

**Listed below is a brief summary of the JOB DUTIES:**

Works closely with Information Systems staff and HCJFS staff to meet the business needs of HCJFS. Ensures that systems being deployed fulfill the needs of the agency and are cost justified. Manages direct reports, assigns tasks, monitors workload and ensures productivity. Provides training and guidance to direct reports and other staff for new and/or redesigned systems. Assists in the preparation of budgets for Information Systems. Responsible for the hiring of new staff. Sets and evaluates performance objectives for direct reports. Serves as project manager. Leads the development and implementation of new hardware and software. Serves as coordinator with staff in Information Systems and user departments to implement business solutions. Assists in production support for current systems. Maintains communication with applicable hardware and software vendors to keep abreast of advances in technology and to ensure the needs of the agency are met. Assists Information Systems management in the evaluation and selection of new hardware and software. In the absence of the MGR 5- Information Systems, assumes responsibility for coordination of information to be processed and distributed to the Information Systems Section. Attends necessary training as required. Performs other related duties assigned.

**HOW TO APPLY FOR THE POSITION:**

Apply IN PERSON or SEND your resume/application to the following address:

Hamilton County Human Resources Department  
138 E. Court Street, Room 707  
Cincinnati, OH 45202

FAX your resume/application to: (513) 946-4720

APPLY ON-LINE AT: <http://www.hamiltoncountyohio.gov/personnel/employmentapplication.asp>

**NOTE: Applications for Hamilton County positions are considered public records under Ohio's Public Records Act. As a public record, applications maintained by the County are made available to any person requesting to view them.**