Big Rapids Public Schools
Notice of Vacancy

Date Posted:  August 27, 2020
Job Title:    Technology Technician
Apply To:    Deb Tyson
             Director of Human Resources and Curriculum
             21034 Fifteen Mile Rd.
             Big Rapids, MI  49307
Deadline:   September 4, 2020

PREFERRED QUALIFICATIONS:
Two years’ experience in a computer related field, or equivalent (i.e. completing a
two-year technical trade degree program) in Electronics, Multimedia, Computer
Science, Information Systems, Systems Science, or related field and two years
of related work experience in programming, computer systems repair or database
design desired. A combination of equivalent education and experience will be
considered. Physical stamina and ability to lift a minimum of 50 pounds.

Successful candidate will participate in a successful team, and provide the
following support services:
● Assist in facilitating organizational responses to district technology.
● Troubleshoot and repair computer related equipment.
● Providing phone and 1-to-1 technical assistance to staff.
● Assist with installation, support and maintenance of computers,
  software, audio, video, and other instructional technologies.
● Assist with managing User, Computer, and other objects in an
  Active Directory environment.
● Assist with managing applications, users and computer properties using
  Group Policies in Active Directory.
● Assist with user, device, and policy management in Google Directory.
● Maintain documentation of configurations, inventory, programming, and
  other documentation necessary to allow other technology staff to provide
  support.
● Provide other duties as assigned by the Director of Technology.

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genetic information, or any other legally protected characteristic, in its programs and
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