



CAREER OPPORTUNITY

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Position Information

Posting Date: February 29, 2008
Working Title: Information Technology Consultant
Reporting Unit: Information Technology Support Services
Requisition Number: 13320
Salary Range: \$4,314/month - \$8,831/month
Hiring Range: \$4,314/month - \$4,700/month
Excellent Benefits Package: [California State University Employees Union\(CSUEU\) Benefits Summary](#)
First Screening Date: March 14, 2008
Applications received after the first screening date will be considered at the discretion of the University.
Position Classification: Information Technology Consultant -Career
Bargaining Unit: California State University Employees Union

About the Position

Under the supervision of the Information Technology Support Services Director, the Information Technology Consultant provides technical support and training to staff, faculty, and students within the College of Applied Science and Arts as well as various other academic departments, for academic computing and information systems.

Responsibilities include but are not limited to:

- Set up, maintain and provide user support for various computer labs.
- Install, configure and modify applications, networks, databases and other systems.
- Prepare progress reports.
- Establish and maintain a rapport with the vendor community.
- Support all Academic Technology and Provost technology initiatives and other duties and projects as assigned.

Qualifications

Bachelor's degree in Computer Science, Information Systems, Educational Technology, Communications, Business or in a related field, or similar certified coursework is required. Three years of progressively responsible professional experience supporting information systems and technologies with experience providing user support for computing problems is required, preferably in an educational environment. Windows 2000 MCSE preferred and have a solid understanding of Windows 2000/XP architecture, TCP/IP and DNS and Networking Concepts.

The successful candidate must have the ability to lift and carry up to 55 pounds for short distances and the ability to climb, balance and crawl in close spaces.

The ideal candidate possesses:

- Strong oral and written communication skills.
- Demonstrated skills in server administration for a variety of platforms and applications.
- The capacity to handle a wide range of problems requiring a high level of analytical interpretive, evaluative or constructive thinking.
- Ability to work independently and in teams.
- Thorough knowledge and understanding of various operating systems (Windows 2000 – XP, MacOS 9.0 – OS X, Linux and Unix), commonly used software applications (Microsoft Office Suite, Adobe Products, SPSS, Netscape, IE, etc.), diagnostic tools and network utilities.

Required Application Material

- Résumé
- Letter of interest

- SJSU Employment Application: [PDF version](#) [MS Word version](#)

Note to Applicant

Evidence of degree(s) or certification(s) may be required at time of hire. Every applicant who reaches the final level of interviews will be required to submit their fingerprints to the Livescan Prints Service through the University's Police Department. SJSU will pay all costs associated with this procedure.

Equal Opportunity Statement

SJSU is an Equal Opportunity/Affirmative Action employer committed to nondiscrimination on the basis of race, color, religion, national origin, sex, sexual orientation, gender status, marital status, pregnancy, age, disability, or covered veteran's status consistent with applicable federal and state laws. Reasonable accommodations will be provided for applicants with disabilities who self disclose.

For the [SJSU Annual Safety Report](#) (www.sjsu.edu/safetyreport)

Contact Information

[Human Resources](#) (www.sjsu.edu/hr)

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University Shared Values

Learning

Valuing education and promoting life-long learning.

Student and Employee Success

Placing our highest priority on academic success and personal growth.

Excellence

Setting the highest standards in all we do.

Integrity

Being honest, fair and accountable for our actions.

Diversity

Respecting diversity and recognizing the strength this factor brings to our community.

Community

Valuing collaborative relationships.