



# Northside Independent School District

## DEPARTMENT OF HUMAN RESOURCES

JOB POSTING NUMBER: P1109109

### **JOB ANNOUNCEMENT**

### **MIDDLE SCHOOL COMPUTER TECHNOLOGIST**

### **Academic Technology Services**

**Closing Date: November 23, 2009**

#### **JOB DESCRIPTION**

The Middle School Computer Technologist, under the supervision of the Director of Academic Technology Services, is responsible for training and testing support, especially as it relates to the online technology literacy assessment for District 8<sup>th</sup> grade students.

#### **EDUCATION AND CERTIFICATION REQUIREMENTS**

- Minimum of 60 college semester hours (emphasis in computer courses preferred)
- Two (2) years experience training adults on computer software applications, in either a corporate or educational environment
- Thorough knowledge of Windows based computer skills – MS Office Suite, along with Internet search proficiency
- External candidate must have satisfactory outcome of fingerprinting check. Non-refundable fee (approximately \$50.00) paid by employee

#### **DUTIES AND RESPONSIBILITIES**

1. Provide staff development and support for middle school Technology Applications and core content teachers.
2. Assist with District-wide implementation of technology literacy assessment for all eighth-grade students.
3. Provides curricular support for the updating of middle school technology literacy curriculum.
4. Learns online student Technology Applications programs, as needed, in order to train instructional staff.
5. Meets with Academic Technology coordinators for professional development planning, facilities scheduling, idea sharing, and personal staff development.
6. Maintains records and prepares reports and documents required by Academic Technology Services.
7. Supports service area initiatives such as Digital Media Fair and District eCamp.
8. Perform other duties as assigned.

#### **WORKING CONDITIONS**

##### **Mental Demands / Physical Demands / Environmental Demands**

Maintain emotional control under stress. Repetitive hand motions; prolonged use of computer. Lifting and moving of heavy equipment; stooping, bending, and kneeling.

#### **TERMS OF EMPLOYMENT\*\***

**SALARY:** \$32,856 - \$41,399    **PAY GRADE:** C10    **WORK DAYS:** 226    **TYPE OF ASSIGNMENT:** Full-Time, Exempt

**\*\* The hiring and continuation of this position is contingent upon the award and availability of Title II, Part D ARRA-Stimulus Grant funding. Salary appropriations are anticipated to be available through June 30, 2011.**

For consideration, interested persons and NISD Classified/Auxiliary personnel must complete a Professional Online Application at [www.nisd.net/hr](http://www.nisd.net/hr), and submit a Letter of Intent form and resume. NISD Professional personnel need only submit the Letter of Intent form and resume. Submit your Letter of Intent form and resume, no later than the closing date, to:

Northside ISD - Human Resources Department  
5617 Grissom Road  
San Antonio, Texas 78238  
(210) 397-8600

FOR HR USE ONLY  
PCN: P6C2C229 00001

*Northside ISD is an Equal Opportunity Employer*