JUSTIN-SIENA

EMPLOYMENT OPPORTUNITY - NAPA, CALIFORNIA
NETWORK ADMINISTRATOR

Commences June 1, 2015

The School
Justin-Siena is a co-educational independent Catholic High School sponsored by the De La Salle Christian Brothers. We serve approximately 660 students from the Napa Valley as well as the neighboring Solano County and Sonoma Valley. We offer a college preparatory curriculum, a competitive interscholastic athletic program, a highly regarded performing arts program, and an array of co-curricular opportunities. The campus is comprised of 40 acres. In 2013 Justin-Siena introduced a 1:1 iPad program and uses Schoology as our learning management system. There are approximately 80 faculty and staff who each have a workstation. In addition to these devices there are 2 MacBook carts, an iPad cart, 3 workrooms with desktop computers and wireless connectivity throughout campus.

Our Mission
We are called to provide educational excellence in a loving, Christ-centered community that prepares students to serve and to lead in an ever-changing world.

What Kind of Network Administrator Do We Seek?
Justin-Siena seeks a Network Administrator who is able to provide excellent IT service and support to students, faculty and staff. The Network Administrator supports many types of technology needs for many types of users. The Network Administrator participates fully in the Justin-Siena community and is a people person. The successful candidate is supportive and patient in a fast-paced, energetic environment with various users of varying skill level. The candidate is able to provide complex information in understandable format to members of the Justin-Siena community in both written and spoken form. Finally, this person is detail-oriented, has strong troubleshooting abilities, and possesses excellent verbal and written communication skills with a dedication to follow-through, while demonstrating ability and willingness to learn.

Qualifications for This Position
Candidates should have a minimum of 3 years experience with the following:

- Cisco, Window and Apple certification
- Certifications Preferred (but not required): ACSP, ACA, A+, MCSA
- Administering/troubleshooting Mac OS X clients (10.6, 10.7, 10.8), Windows (XP, Windows 7, 8, 10), iOS (iPad) clients (5.x, 6.x, 7.x, 8.x), Apple OS X Server services
- Experience with imaging tools for mass deployment & upgrades, backup software, Managing/deploying VOIP systems, servers and virtual servers and network attached storage
- Administering network printers and copiers
- Troubleshooting interactive whiteboards (SMART Technologies) and projectors (Epson)
- Supporting with MS Office, Adobe Creative Suite (including Photoshop, Illustrator, InDesign, and Premier; Dreamweaver and Flash skills are recommended)
- Command Line & Scripting (unix/javascript/php/perl/applescript)

Apply for the Job
Please e-mail résumé, letter of intent, contact information for three references, and Employment Application (found in the Employment section of the Justin-Siena website) to: Mrs. Patty Sugar, Administrative Assistant to the Principal, 4026 Maher Street, Napa, CA 94558, sugarp@justin-siena.org. No phone calls please.