

# Vacancy Notice



Notice of vacancy within the Onondaga-Cortland-Madison BOCES

Position: *Senior Systems Consultant – Testing & Evaluation* (**INTERNAL POSTING**)

Division: Regional Information Center

Location: CNYRIC, 6075 East Molloy Road, Syracuse & Component School Districts

Duties: Responsible for supervising testing and evaluation department. Maintain communication between multiple parties. Review customer feedback, identify and address concerns with personnel. Organize and facilitate meetings and trainings. Create and maintain user documentation, user guides, training materials & related forms. Review current applications against testing and evaluation needs. Serve as liaison between end users and vendors. Communicate and work with vendors to provide school districts with their testing data in a timely manner, while following security protocols. Work with programmers to ensure suggestions are beneficial for all centers. Other related duties as assigned.

Qualifications: *Promotional:* Two (2) years of permanent competitive class status in the title of **Systems Consultant - Testing & Evaluation**.

*Open-Competitive:* Graduation from a regionally accredited or NYS registered college or university with a baccalaureate degree and two (2) years of professional level work experience, or its part-time equivalent. Two (2) years of work experience in testing and measurements, teaching or guidance counseling, or a closely related field which must have included responsibility for the use and function of computerized pupil testing and evaluation records; OR two (2) years of work experience in application utilization of computerized testing and evaluation systems which must have included responsibility for analyzing, evaluating, organizing or planning the use, or potential use of computerized testing and evaluation services and records in the resolution of problems, improving statistical reporting or in meeting work objectives; OR six (6) years work experience as described above.

This is a competitive class civil service position. Candidates must be reachable on the existing eligibility list. If there is no mandated eligible list, candidates will be considered for provisional appointment. Continued employment will be contingent on successfully passing the required examination and being reachable on the **Systems Consultant-Testing & Evaluation** eligibility list.

Salary: \$63,372 - \$66,410

Starting Date: On or about December 17, 2018

Closing Date: One (1) week from date Notice posted

**For questions regarding this Vacancy Notice, please contact:**

Personnel / Recruitment Office  
Onondaga-Cortland-Madison BOCES  
PO Box 4754, Syracuse, NY 13221  
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**\*INTERNAL POSTING – OPEN TO CURRENT OCM BOCES EMPLOYEES ONLY\***  
**Equal Opportunity Employer**

**#4105**