

# Vacancy Notice

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## Notice of vacancy within the Onondaga-Cortland-Madison BOCES

Position: *Project Manager – Network Operations Center*

Division: Regional Information Center

Location: 6075 East Molloy Rd., Syracuse, NY (Rodax Complex)

Duties: The Central New York Regional Information Center (CNYRIC) seeks an individual to supervise and direct the areas of our Service Desk, Repair, and Infrastructure as a Service (IaaS) departments. The responsibilities include managing and overseeing budgets, managing and supervising personnel, processes and procedures that result in consistent and high quality customer service. The successful candidate will manage and coordinate multiple service applications, direct IT operations, coordinating with other IT Managers and provide data driven solutions. The candidate must be willing to work off hours to coordinate responses to escalations and customer communication. The successful candidate will be a member of the CNYRIC Management team and work to achieve organizational goals. Other duties as assigned by the Assistant Director and Director of the CNYRIC.

Qualifications: *Promotional:* A) Two (2) years of permanent competitive class status in the position of Director of Technology; or, B) Four (4) years of permanent competitive class status in the position of Systems Consultant-Student Services, Systems Consultant-Financial Services, Systems Consultant-Testing and Evaluation, Systems Consultant-Computer Network, Systems Consultant-Computer Assisted Instruction or Senior Network Administrator. (Note: A combination of time served in either title in (B) above, sufficient to meet the maximum period of required service, would also qualify.)

*Open-Competitive:* Bachelor’s Degree and three (3) years work experience in Public Administration, Business Administration, Educational Administration, Computer Science, Education or Accounting, of which one (1) year of work experience must have involved educational data processing applications or systems utilization in a school district or similar education setting or in a data processing facility providing services for educational institutions; OR seven (7) years of professional work experience, of which three (3) years must have been experience as defined 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 **Project Manager** Eligibility list.

Salary: TBD, based on experience

Starting Date: On or about March 24, 2021

Closing Date: Two (2) weeks from date Notice posted

**To apply, send cover letter and resume to:**

Personnel/Recruitment Office  
Onondaga-Cortland-Madison BOCES  
PO Box 4754, Syracuse, NY 13221  
Phone: (315) 433-2634 / Fax: (315) 433-2650  
**recruitment@ocmboces.org**  
[www.ocmboces.org](http://www.ocmboces.org)

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