

# Vacancy Notice

Date notice posted: 04/17/24

## OCMBOCES

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

Position: ***Systems Administrator***

Division: CNY Regional Information Center

Location: OCM BOCES CNYRIC, 6075 E Molloy Rd, Syracuse, NY

Duties: This role involves managing and facilitating the functionality of educational and business technology enterprise applications throughout the organization. Responsibilities encompass application design, support, problem-solving, and project planning for both new and existing applications. Desired qualifications include proficiency in Citrix, Active Directory, virtual environments, server architecture, data analysis, and network analysis. Strong customer service and documentation skills are essential. The position involves coordinating the collaborative efforts of application and other team members in these projects but does not entail direct supervision. Supervision is provided by a Program Manager or other supervisory management staff. This role will comply with the civil service title of enterprise design specialist and may also involve additional duties as needed.

Qualifications: Promotional: One (1) year of permanent competitive class status in the title of Enterprise Design Specialist.  
Open Competitive: A. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Baccalaureate Degree or higher in Computer Science or closely related field and five (5) years of experience or its part time equivalent in supporting an Enterprise System or other software system which is used to provide core services across an organization and on which other applications are dependent on; or,  
B. Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an Associate's Degree in Computer Science or closely related field and seven (7) years of experience or its part time equivalent in supporting an Enterprise System or other software system which is used to provide core services across an organization and on which other applications are dependent on; or,  
C. Nine (9) years of experience or its part time equivalent in supporting an Enterprise System or other software system which is used to provide core services across an organization and on which other applications are dependent on. Continued employment will be contingent on successfully passing the required examination and being reachable on the **Senior Enterprise Design Specialist** eligibility list.

Salary: Grade 17: \$69,213 - \$73,119

Starting Date: As soon as possible

Closing Date: OPEN

**To apply, please forward a cover letter and resume to:**

[recruitment@ocmboces.org](mailto:recruitment@ocmboces.org)

**Recruitment Office**

[www.ocmboces.org](http://www.ocmboces.org)

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**#5620**