



**Classification:** Judicial Network Services Coordinator  
**Program/Dept.:** Court Technology – Court Administration  
**Location:** DeLand, Volusia County  
**Position #:** 4192  
**Annual Pay:** \$57,592

**Applications Must Be Submitted Online**  
at [www.Volusia.org/personnel](http://www.Volusia.org/personnel) by: Open Until Filled

This Volusia County funded position is paid biweekly and includes the Volusia County benefits package. A background check including fingerprints is required.

**Function:** Highly responsible technical work developing and administering a computer network for the judiciary and court services staff. Position demands strong skills in customer service. Works closely with departments to determine future network needs and plan for network changes. Anticipates communication and networking problems and implements preventative measures. Works in a team environment. Focuses on maintaining integrity of client and internal network, servers and security. Develops IT Disaster Recovery Plan. Manages inventory of computing and networking assets. Installs, configures, troubleshoots, maintains and upgrades software, hardware and peripherals. Develops methods and tools to be used to test and implement new LAN/WAN equipment. Defines, diagnoses and solves microcomputer network problems. Provides training and support on network applications for all users of the Judicial Network. Coordinates installation and support of PC hardware and software related to Judicial Network. Serves as the Court Administration liaison with primary CJIS users in the design of independent court management system. Maintains knowledge and updates publications on microcomputers, networks and principles of network administration. The position will initially be headquartered in DeLand. Headquarters are subject to change based upon the needs of the court. Work hours may include periodic weekends and holidays. Day travel to offices throughout the county will be required as needed.

**Minimum Requirements:** Bachelor's degree in related field and 5 years of related experience. The preferred candidate will have at least 2 of the following certifications: Microsoft MCSA/MCITP/MCSE, Cisco CCNA, VMWare VCP, CompTIA A+, or CompTIA Network +.

**Knowledge, Skills and Abilities:** Knowledge of local and wide area network computer design, installation and administration, specifically: ethernet technology. Knowledge of Florida State Courts System and related civil and criminal justice agencies. Ability to design and implement microcomputer networks. Ability to define and diagnose problems with microcomputer networks. Ability to conceptualize network designs and prepare a detailed implementation plan; develop and administer related budgets; prepare written reports; and work with other agencies with shared technological resources. Ability to work well independently. Excellent problem solving skills. Ability to explain technical functions to non-technical users. Ability to maintain a friendly and professional composure under stressful situations.

**How to Apply:** For consideration, please visit [www.volusia.org/personnel](http://www.volusia.org/personnel) to create and submit an online application specifically for this posting by the deadline. If you require an accommodation to participate in the application/interview process, please contact Anne Pierce at 386-626-6561 or [apierce@circuit7.org](mailto:apierce@circuit7.org) with as much notice as possible. We will be happy to make every effort to accommodate reasonable requests. The 7<sup>th</sup> Judicial Circuit Court is an equal opportunity employer.