



Park Hill School District

Building Successful Futures • Each Student • Every Day

Position Description

POSITION TITLE: Lead Applications Engineer

F.L.S.A. Exempt

QUALIFICATIONS:

- Strong leadership ability with experience coordinating projects
- Excellent oral and written communication skills
- Strong customer service skills and related experience
- Experience with multi-site, large environment application packaging
- Working knowledge of scripting languages, multiple packaging and deployment applications, and distribution methods
- Strong understanding of Active Directory and Group Policy
- Knowledgeable working with VMWare
- Knowledge on mobile device operation platform (IOS and Android)
- Understanding of Enterprise Software Distribution (i.e. SCCM 2012)
- Experience supporting Windows Server
- Experience supporting Windows Client Operating Systems
- Ability to work with and troubleshoot remote workstations regarding application installation issues
- Working knowledge of Windows automation scripting such as PowerShell, VBScript, Batch Files, Windows Scripting Host
- Ability to lift up to 40 lbs. up to a height of 4 feet occasionally
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REPORTS TO: Network and Infrastructure Manager

TERMS OF EMPLOYMENT: Twelve month (261 days) with benefits provided according to Classified Agreement

PERFORMANCE RESPONSIBILITIES:

1. Manages a staff responsible for providing evaluations and deployment of operating systems and software.
2. Assigns personnel to various projects and directs activities.
3. Reviews, evaluates and prepares periodic performance reports of own staff.
4. Work collaboratively with users and technology staff to research and plan the deployment of new and upgraded software packages.
5. Plans and coordinates the network installations with appropriate areas, and prepares and maintains required documentation.
6. Monitors team's project status, tasks and software problems.

Lead Applications Engineer (continued)

7. Initiates and coordinates corrective actions with internal network staff or vendors.
8. Participates in the development and implementation of policy, standards, and procedures, and assures compliance.
9. Participates in the development of long-range plans and goals consistent with the area's operational and development requirements.
10. Analyzes the impact of applications against standard desktop configurations.
11. Supports and maintains enterprise software distribution systems.
12. Design, develop, test and manage software deployment packages for deployment and installation in an enterprise environment.
13. Create and maintain documentation of applications including origin, licensing, affected users and installation and upgrade history.
14. Diagnose and troubleshoot computer malfunctions related to hardware, software, server and/or network.
15. Act as a liaison for software projects between district schools/departments.
16. Other duties as assigned.