

**ORANGE COUNTY**  
**MANAGEMENT CLASS SPECIFICATION**

**TITLE:** SYSTEMS INTEGRATION MANAGER **GRADE:** 23

**TITLE ABBREVIATION:** SYST INT MGR **TITLE NO.:** 6755

**JURIS.CL:** C **SALARY CODE:** 03 **EEO CODE:** OA **FLSA CODE:** PR

**DEPARTMENT:** EMERGENCY SERVICES

**NATURE OF THE WORK:** This is an important managerial and technical position responsible for the implementation and operation of computer systems and technical equipment within the Department of Emergency Services. Technical work includes network administration, telecommunication connectivity and support, database administration and management, computer-aided dispatch (CAD) support, and monitoring facility security systems.

**CLASSIFICATION CRITERIA AND DISTINGUISHING CHARACTERISTICS:** This is a one position class in the competitive classified service. The position has responsibility for the management of systems integration and operation, security and support of computer network and telecommunications equipment and software. The work is performed under general direction of the Commissioner and general supervision is exercised over technical personnel.

**TYPICAL DUTIES AND TASKS:**

Supervises the design, installation, operation and maintenance of all facility network and telecommunication equipment;

Prepares and coordinates short and long term plans for all technical projects for the department;

Conducts feasibility studies and estimates hardware, software, network and related equipment costs and upgrades;

Recommends and implements hardware and software solutions and radio and data system enhancements;

Coordinates with vendors in the integration of new systems and software solutions for the department;

Supervises and provides training and support to users for various software and and hardware solutions;

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Supervises a small technical staff providing support for computer-aided dispatch (CAD) software, video terminals and radio equipment for 911 operation;

Manages facility security systems, including biometrics, card-scan, camera systems and alarms, and ensures efficiency and operation;

Prepares annual budget related to equipment purchase and maintenance;

Maintains liaison with Information Services to address systems and support issues and identify solutions.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Comprehensive knowledge of the functions and capabilities of the department's computer systems and technical equipment; comprehensive knowledge of technology solutions as they apply to an emergency services environment including emergency communications; thorough knowledge of system design concepts for networking in a LAN/WAN and telecommunications environment; ability to install and maintain computer network and equipment; ability to supervise the work of others; ability to communicate clearly and effectively both orally and in writing; initiative; tact; good judgment; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Either:

- (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 Bachelor's Degree in Computer Science or related field and four (4) years experience as a network administrator; 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 related field and six (6) years of experience as defined in (A) above; OR
- (C) Graduation from high school or possession of a high school equivalency diploma and eight (8) years of experience as defined in (A) above.

**NOTE:** Possession of a valid driver's license.

REVISED: 11/01/10 at