### GENERAL DESCRIPTION

Performs complex (journey-level) computer and peripheral equipment operations work. Work involves operating and monitoring, mainframe computer equipment and peripherals, including controlling computer production/processing and maintaining communications links. Works under general supervision, with moderate latitude for the use of initiative and independent judgment.

### EXAMPLES OF WORK PERFORMED

Monitors hardware systems using operating systems and executes daily backups.

Starts up, monitors, and brings down the operation of a computer system or administrator console.

Assesses the performance of the computer systems in order to maintain the parameters and standards of information technology operations and to assist in making corrections or improvements.

Reports failures and abnormalities of files during backup procedures.

Uses electronic test equipment to identify computer and network equipment failures.

Performs duties associated with batch processing of jobs and distributes appropriate reports.

Performs operational tasks such as mounting and dismounting tapes, disks, and media equipment.

Responds to program error messages by finding and correcting problems or terminating the program.

Performs related work as assigned.
GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience in operating computer and peripheral equipment or data communications networks. Graduation from a standard senior high school or equivalent, supplemented by coursework in computer equipment operations, is generally preferred. Education and experience may be substituted for one another.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of computer applications, of capabilities and limitations of computer equipment, of automated communications systems, and of the safe operation and use of electronic and electrical test equipment.

Skill in the use of computer equipment.

Ability to interpret electrical and electronic schematics and diagrams, to analyze and solve work problems, and to communicate effectively;