

NAME: _____ YEAR: _____

CARBON COUNTY SCHOOL DISTRICT NO. 2 EVALUATION OF NETWORK MANAGER

1	SATISFACTORY - consistently performs at a competent level
2	NOT SATISFACTORY - serious deficiencies exists in this area
N/A	Not Applicable

		1	2	N/A
1.	Performs analysis of network needs and contributes to design of network architecture, integration and installation.			
2.	Maintains network hardware and software, including servers, peripherals, network nodes, terminations and wiring.			
3.	Works with consultant to ensure the computer system platform provides sufficient computing resources to deliver the desired level of performance.			
4.	Coordinates with other departments in order to understand and meet their requirements.			
5.	Evaluates network hardware/software requirements. Completes licensing/registration of district-wide software & hardware.			
6.	Checks systems in order to optimize performance and initiate recover action after system failures.			
7.	Established budgetary requirements for equipment replacement.			
8.	Establishes and controls systems and security.			
9.	Provides support to and trains users in local area network administration and usage.			
10.	Monitors/maintains network stability, collects/analyzes network and memory utilization, installs/tests software upgrades.			
11.	Manages computer operation scheduling, backup, storage and retrieval functions.			
12.	Develops or establishes strong relationships with service providers.			
13.	Negotiates and contracts with consultants, technical personnel and vendors for services and products.			
14.	Performs other duties as assigned.			

COMMENTS: _____

Each of the undersigned has reviewed this evaluation. Each understands that each item will become part of the personnel record. It is further understood, that refusal to sign does not prevent the inclusion of this document in the personnel file.

Date: _____

 Signature of Network Manager

 Signature of Evaluator