August 26, 2020

GENERAL ANNOUNCEMENT: POSITION OPENING

Data Compliance Analyst – Field Services

WHO WE ARE:

Oakland Schools is a regional service agency that offers support services to school personnel that are best delivered regionally and provide cost, size and quality advantages to those we serve. Oakland Schools is an autonomous, tax-supported public school district governed by Michigan General School Laws and is one of 56 intermediate school districts (ISDs) established in Michigan in 1962.

Our organizational focus is centered on these central objectives:

- Increase student achievement
- Serve diverse needs of schools
- Decrease costs/increase efficiencies

SALARY DETAILS:

$58,109 to $67,389 annual salary with the potential to earn up to $72,571 based on annual step increases / Exempt Position / 12-month work year

IN THIS ROLE:

We are seeking an energetic, collaborative team member with a passion for technology and customer service. In this position, you will provide support in the areas of enrollment, scheduling, data imports/exports, and reporting for student applications supported at assigned Oakland County districts and maintains communication with internal and external stakeholders. If you are a motivated self-starter who can deliver outstanding customer service and values the work in the educational system. If so, apply today!

WHAT WE NEED:

This individual will be responsible for district pupil accounting and state reporting for their assigned district. This includes providing administrative support for enrollment, scheduling, data imports/exports and reporting for all administrative and instructional applications supported while
maintaining strong communication with internal and external stakeholders. You will also be responsible for performing set up, operations and maintenance of the district assigned student management system as well as providing leadership in recommending systemic processes and procedures to implement MI-STAR-Q and its modules with a goal of increasing efficiency and accuracy of student data.

**WHAT YOU NEED:**

Bachelor’s Degree in a related field and a minimum of two years of related experience; or an equivalent combination of education and experience from which comparable knowledge and abilities can be acquired.

**WHAT WE PROVIDE:**

Oakland Schools offers company paid coverage for life insurance, short and long-term disability, well-being benefits and leave days. In addition, Oakland Schools offers comprehensive medical coverage or a cash in lieu benefit, dental, vision, additional life insurance, health savings account, flexible spending accounts, pet insurance, legal plan, college savings plans, tax-sheltered annuity (TSA) plans and the Office of Retirement Services retirement plans.

**APPLICATION INSTRUCTIONS:**

Letters of interest and resumes will only be accepted through the Oakland County Human Resource Consortium. Application material not received via OHRC will not be given consideration. Please do not email or fax application materials to Oakland Schools.

**DEADLINE:**

Applications will be accepted until position is filled.

**CLICK HERE TO APPLY!**


You will need to create an account with a username and password. Once your account has been created, you may return to update your application, add attachments, or view your application. You may exit the program at any time and return to complete it at your convenience. Once you have completed your application, you may apply for any open position. While logged-in click on the Jobs tab and All Jobs to select the jobs for which you would like to apply.

**Note:** You will need to select Non-Certified as one of your applicant types to be able to view and apply for the Data Compliance Analyst – Field Services position.
Oakland Schools does not discriminate on the basis of sex, race, color, national origin, religion, height, weight, marital status, sexual orientation (subject to the limits of applicable law), age, genetic information, or disability in its programs, services, activities or employment opportunities. Inquiries related to employment discrimination should be directed to the Assistant Superintendent of Human Resources, Personnel Management and Labor Relations at 248.209.2429. Title IX complaints should be directed to the Title IX Consultant at 248.209.2590. For all other inquiries related to discrimination, contact the Executive Director of Legal Affairs at 248.209.2062. All complaints may be addressed to 2111 Pontiac Lake Road, Waterford, MI 48328-2736.

This job description is intended to describe the general nature and level of work being performed by a person assigned to this job. It is not to be construed as an exhaustive list of all job duties that may be performed by a person so classified. Incumbents may be asked to perform additional duties as required by his/her supervisor.
discrimination, contact the Executive Director of Legal Affairs at 248.209.2062. All complaints may be addressed to 2111 Pontiac Lake Road, Waterford, MI 48328-2736.

This job description is intended to describe the general nature and level of work being performed by a person assigned to this job. It is not to be construed as an exhaustive list of all job duties that may be performed by a person so classified. Incumbents may be asked to perform additional duties as required by his/her supervisor.
GENERAL ANNOUNCEMENT: POSITION OPENING

Technical Support Specialist

WHO WE ARE:

Oakland Schools is a regional service agency that offers support services to school personnel that are best delivered regionally and provide cost, size and quality advantages to those we serve. Oakland Schools is an autonomous, tax-supported public school district governed by Michigan General School Laws and is one of 56 intermediate school districts (ISDs) established in Michigan in 1962.

Our organizational focus is centered on these central objectives:

- Increase student achievement
- Serve diverse needs of schools
- Decrease costs/increase efficiencies

SALARY DETAILS:

$22.03 - $25.54 with a potential of up to $27.50 hourly / Non-Exempt Position / 12-month work year

IN THIS ROLE:

You will enjoy working in a positive team environment using your technical skills to configure and install personal work stations, network equipment & workstation software along with branching out and providing technical support to end users on the application of technologies and resolution of technical issues.
WHAT WE NEED:

We are seeking an energetic, collaborative team member with a passion for technology and innovation to support district technologies. This position requires problem solving skills working with vendors to resolve technical issues along with researching & evaluating the usefulness of new hardware & software products; research and evaluate hardware and software products along with inventory management. If you are a motivated self-starter who can deliver outstanding customer service and values the work in the educational system, apply today!

WHAT YOU NEED:

- High school diploma or general education degree (GED).
- 1-3 years related experience
- A+ certification preferred
- Ability to lift up to 50 lbs.
- Valid driver’s license
- Ability to reach, stoop, kneel, crouch and use various tools involved in the installation of computer equipment and other office equipment.

WHAT WE PROVIDE:

Oakland Schools offers company paid coverage for life insurance, short and long-term disability, well-being benefits and leave days. In addition, Oakland Schools offers comprehensive medical coverage or a cash in lieu benefit, dental, vision, additional life insurance, health savings account, flexible spending accounts, pet insurance, legal plan, college savings plans, tax-sheltered annuity (TSA) plans and the Office of Retirement Services retirement plans.

APPLICATION INSTRUCTIONS:

Letters of interest and resumes will only be accepted through the Oakland County Human Resource Consortium. Application material not received via OHRC will not be given consideration. Please do not email or fax application materials to Oakland Schools.

DEADLINE:

Applications will be accepted until position is filled.
CLICK HERE TO APPLY!

Oakland Schools does not discriminate on the basis of sex, race, color, national origin, religion, height, weight, marital status, sexual orientation (subject to the limits of applicable law), age, genetic information, or disability in its programs, services, activities or employment opportunities. Inquiries related to employment discrimination should be directed to the Assistant Superintendent of Human Resources, Personnel Management and Labor Relations at 248.209.2429. Title IX complaints should be directed to the Title IX Consultant at 248.209.2590. For all other inquiries related to discrimination, contact the Executive Director of Legal Affairs at 248.209.2062. All complaints may be addressed to 2111 Pontiac Lake Road, Waterford, MI 48328-2736.
GENERAL ANNOUNCEMENT: POSITION OPENING

Technical Assistant – Field Services

WHO WE ARE:

Oakland Schools is a regional service agency that offers support services to school personnel that are best delivered regionally and provide cost, size and quality advantages to those we serve. Oakland Schools is an autonomous, tax-supported public school district governed by Michigan General School Laws and is one of 56 intermediate school districts (ISDs) established in Michigan in 1962.

Our organizational focus is centered on these central objectives:
- Increase student achievement
- Serve diverse needs of schools
- Decrease costs/increase efficiencies

SALARY DETAILS:

$12.99 - $15.07 with a potential of up to $16.24 hourly / Non-Exempt Position / 12-month work year

IN THIS ROLE:

You will provide Level 1 technical support for end users and back up for the Service Desk functions. Provide technical assistance and support using exemplary customer service to support end users on the application of technologies and the resolution of technical issues. Maintain and document work in our on-line ticket system.

WHAT WE NEED:

We are seeking an energetic, collaborative team member with a passion for technology and innovation to support district technologies. Assists and handles building specific technology including computer software, hardware, laptops, desktops, tablets. If you are a motivated self-starter who can deliver outstanding customer service and values the work in the educational system, apply today!
WHAT YOU NEED
- Valid Michigan Driver's license and reliable transportation.
- High school diploma or general education degree (GED).
- Six months related experience
- A+ certification preferred
- Ability to lift up to 50 lbs.
- Ability to reach, stoop, kneel, crouch and use various tools involved in the installation of computer equipment and other office equipment.

WHAT WE PROVIDE:

Oakland Schools offers company paid coverage for life insurance, short and long-term disability, well-being benefits and leave days. In addition, Oakland Schools offers comprehensive medical coverage or a cash in lieu benefit, dental, vision, additional life insurance, health savings account, flexible spending accounts, pet insurance, legal plan, college savings plans, tax-sheltered annuity (TSA) plans and the Office of Retirement Services retirement plans.

APPLICATION INSTRUCTIONS:

Letters of interest and resumes will only be accepted through the Oakland County Human Resource Consortium. Application material not received via OHRC will not be given consideration. Please do not email or fax application materials to Oakland Schools.

DEADLINE:
Applications will be accepted until position is filled.

CLICK HERE TO APPLY!

Oakland Schools does not discriminate on the basis of sex, race, color, national origin, religion, height, weight, marital status, sexual orientation (subject to the limits of applicable law), age, genetic information, or disability in its programs, services, activities or employment opportunities. Inquiries related to employment discrimination should be directed to the Assistant Superintendent of Human Resources, Personnel Management and Labor Relations at 248.209.2429. Title IX complaints should be directed to the Manager/Supervisor, Career Focused Education at 248.209.2160. For all other inquiries related to discrimination, contact the Executive Director of Legal Affairs at 248.209.2062. All complaints may be addressed to 2111 Pontiac Lake Road, Waterford, MI 48328-2736.
this job. It is not to be construed as an exhaustive list of all job duties that may be performed by a person classified
incumbents may be asked to perform additional duties as required by his/her supervisor.
GENERAL ANNOUNCEMENT: POSITION OPENING

Network Administrator - Technology Services

WHO WE ARE:

Oakland Schools is a regional service agency that offers support services to school personnel that are best delivered regionally and provide cost, size and quality advantages to those we serve. Oakland Schools is an autonomous, tax-supported public school district governed by Michigan General School Laws and is one of 56 intermediate school districts (ISDs) established in Michigan in 1962.

Our organizational focus is centered on these central objectives:
- Increase student achievement
- Serve diverse needs of schools
- Decrease costs/increase efficiencies

SALARY DETAILS:

$62,467 - $72,444 annually with the potential to earn up to $78,014 based on annual step increases / Exempt position / 12-month work year

IN THIS ROLE:

Oakland Schools is looking for an experienced person to assist in design and implementation of network projects, assist in performing network hardware and software upgrades and network
configuration evaluations before major software or hardware purchases are made. Are you ready to take your career to the next level? If so, apply today!

WHAT WE NEED:

We are seeking a motivated collaborative team member to maintain the availability, functionality and performance of the corporate email; monitor the performance of all network servers; perform server maintenance and software upgrades for applications along with managing, monitoring and maintaining the data backup system; and assist in performing network hardware and software upgrades.

WHAT YOU NEED:

- Bachelor’s degree in Computer Science, Information Technology or a related field plus 4-6 years of related experience; or other equivalent combination of education and experience from which comparable knowledge and abilities can be acquired.
- Certifications related to network administration, and/or desktop/user support, Linux and Microsoft Server preferred
- Experience with large and complex networks
- Advanced troubleshooting ability with computer and networking equipment
- Ability to work with others in a fast-paced environment and the ability to learn new products and technologies quickly

WHAT WE PROVIDE:

Oakland Schools offers company paid coverage for life insurance, short and long-term disability, well-being benefits and leave days. In addition, Oakland Schools offers comprehensive medical coverage or cash in lieu benefit, dental, vision, optional additional life insurance, health savings account, flexible spending accounts, pet insurance, legal plan, college savings plans, tax-sheltered annuity (TSA) plans and the Office of Retirement Services retirement plans.

APPLICATION INSTRUCTIONS:

Letters of interest and resumes will be accepted until position is filled.
CLICK HERE TO APPLY!

Oakland Schools does not discriminate on the basis of sex, race, color, national origin, religion, height, weight, marital status, sexual orientation (subject to the limits of applicable law), age, genetic information, or disability in its programs, services, activities or employment opportunities. Inquiries related to employment discrimination should be directed to the Assistant Superintendent of Human Resources, Personnel Management and Labor Relations at 248.209.2429. Title IX complaints should be directed to the Title IX Consultant at 248.209.2590. For all other inquiries related to discrimination, contact the Executive Director of Legal Affairs at 248.209.2062. All complaints may be addressed to 2111 Pontiac Lake Road, Waterford, MI 48328-2736.

This job description is intended to describe the general nature and level of work being performed by a person assigned to this job. It is not to be construed as an exhaustive list of all job duties that may be performed by a person so classified. Incumbents may be asked to perform additional duties as required by his/her supervisor.
August 3, 2020

GENERAL ANNOUNCEMENT: POSITION OPENING

Senior Technical Support Specialist

WHO WE ARE:

Oakland Schools is a regional service agency that offers support services to school personnel that are best delivered regionally and provide cost, size and quality advantages to those we serve. Oakland Schools is an autonomous, tax-supported public school district governed by Michigan General School Laws and is one of 56 intermediate school districts (ISDs) established in Michigan in 1962.

Our organizational focus is centered on these central objectives:

- Increase student achievement
- Serve diverse needs of schools
- Decrease costs/increase efficiencies

SALARY DETAILS:

$54,056-$62,688 with a potential of up to $67,508 annually /Exempt Position / 12-month work year

IN THIS ROLE:

You will enjoy working in a positive team environment using your technical skills to configure and install personal work stations, network equipment & workstation software along with branching out and providing technical support to end users on the application of technologies and resolution of technical issues. This position will also support audio visual equipment in the classroom.
WHAT WE NEED:

We are seeking a dynamic hard-working individual who has a passion for technology. Must be customer focused, team oriented with experience in project management and the ability to problem solve. This individual will be providing level 2 and 3 technology support for hardware and software; assist in the management of staffing resources to support technology, research and evaluate new technology and provide end user training and documentation. If you are a motivated self-starter who can deliver outstanding customer service and values the work in the educational system, apply today!

WHAT YOU NEED:

- Associate’s degree in Computer Science, Information Technology or a related field and a minimum of 2-3 years of related experience; or other equivalent combination of education and experience from which comparable knowledge and abilities can be acquired.
- CompTIA A+ certification is required
- Ability to lift up to 50 lbs.
- Ability to reach, stoop, kneel, crouch and use various tools involved in the installation of computer equipment and other office equipment.
- Visual Acuity – Ability to read extremely small text on equipment. Occasionally work on small components. Ability to identify color coded twisted pair cabling.

WHAT WE PROVIDE:

Oakland Schools offers company paid coverage for life insurance, short and long-term disability, well-being benefits and leave days. In addition, Oakland Schools offers comprehensive medical coverage or a cash in lieu benefit, dental, vision, additional life insurance, health savings account, flexible spending accounts, pet insurance, legal plan, college savings plans, tax-sheltered annuity (TSA) plans and the Office of Retirement Services retirement plans.

APPLICATION INSTRUCTIONS:

Letters of interest and resumes will only be accepted through the Oakland County Human Resource Consortium. Application material not received via OHRC will not be given consideration. Please do not email or fax application materials to Oakland Schools.

Oakland Schools  oakland.k12.mi.us  |  248.209.2000  |  2111 Pontiac Lake Rd., Waterford, MI 48238
DEADLINE:
Applications will be accepted until position is filled.

CLICK HERE TO APPLY!

Oakland Schools does not discriminate on the basis of sex, race, color, national origin, religion, height, weight, marital status, sexual orientation (subject to the limits of applicable law), age, genetic information, or disability in its programs, services, activities or employment opportunities. Inquiries related to employment discrimination should be directed to the Assistant Superintendent of Human Resources, Personnel Management and Labor Relations at 248.209.2429. Title IX complaints should be directed to the Title IX Consultant at 248.209.2590. For all other inquiries related to discrimination, contact the Executive Director of Legal Affairs at 248.209.2062. All complaints may be addressed to 2111 Pontiac Lake Road, Waterford, MI 48328-2736.

This job posting is intended to describe the general nature and level of work being performed by a person assigned to this job. It is not to be construed as an exhaustive list of all job duties that may be performed by a person so classified. Incumbents may be asked to perform additional duties as required by his/her supervisor.