

**STATE OF OHIO (DAS)**  
CLASSIFICATION  
SPECIFICATION

**CLASSIFICATION SERIES:**

Data Storage

**SERIES NO.:**

1231

**MAJOR AGENCIES:**

All Agencies

**EFFECTIVE DATE:**

3/7/2004

**SERIES PURPOSE:**

The purpose of the data storage occupation is to provide data storage on a large main frame computer to users.

At the lower level, incumbents allocate & monitor computer data storage. At the higher level, incumbents function as lead workers.

**CLASS TITLE:**

Data Storage Technician 1

**CLASS NUMBER:**

12311

**EFFECTIVE DATE:**

3/7/2004

**CLASS CONCEPT:**

The full performance level class works under direction & requires considerable knowledge of computer data storage operations in order to allocate & monitor data storage on tapes, disks & mass storage devices.

**CLASS TITLE:**

Data Storage Technician 2

**CLASS NUMBER:**

12312

**EFFECTIVE DATE:**

03/26/1990

**CLASS CONCEPT:**

The advanced level class works under direction & requires thorough knowledge of computer data storage operations in order to provide work direction & training to lower-level data storage technicians & to allocate & monitor data storage.

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| <b>CLASS TITLE:</b><br>Data Storage Technician 1 | <b>CLASS NUMBER:</b><br>12311 | <b>BARGAINING UNIT:</b><br>09 |
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**EFFECTIVE DATE:**

3/7/2004

**JOB DUTIES IN ORDER OF IMPORTANCE:** (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Controls data storage system for large mainframe computer system (e.g., operates command terminal to assign storage space to users & identify usable memory storage space; assigns user identification numbers for new employees; backs up system data onto tapes & restores lost data through JCL commands; consults with manufacturer's representatives to resolve major hardware problems; tests new hardware for system use; documents space usage & recommends selection of new hardware to supervisor; refers to computer manuals to assist in problem resolution).

Provides technical assistance to users & computer operations staff regarding data storage (e.g., explains storage capabilities to users & contacts users regarding movement or potential deletion of data sets).

Attends computer training seminars & conducts training classes on operation of hardware.

**MAJOR WORKER CHARACTERISTICS:**

Knowledge of mainframe computer operations/ procedures; job control language; computer hardware storage devices (e.g., tapes, disks, mass storage)\*. Skill in operation of computer terminal & peripheral equipment (e.g., printers, mass storage cylinders). Ability to interpret variety of technical computer manuals; communicate verbally on technical & non-technical matters; gather, collate & classify information about data, people or things.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

6 mos trg. or 6 mos. exp. in mainframe computer operations/procedures; 6 mos. trg. or 6 mos. exp. in job control language programming; 3 mos. trg. or 3 mos. exp. in operation of computer terminal & peripheral equipment (e.g., printers, mass storage cylinders).

-Or equivalent of Minimum Class Qualifications for Employment noted above.

**TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:**

Not applicable.

**UNUSUAL WORKING CONDITIONS:**

Work involves operation of computer terminal for long periods of time; may be required to work overtime.

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| <b><u>CLASS TITLE:</u></b><br>Data Storage Technician 2 | <b><u>CLASS NUMBER:</u></b><br>12312 | <b><u>BARGAINING UNIT:</u></b><br>09 |
|---|--------------------------------------|--------------------------------------|

**EFFECTIVE DATE:**  
03/26/1990

**JOB DUTIES IN ORDER OF IMPORTANCE:** (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)

Provides work direction & training to lower-level data storage technicians & establishes on-line storage maintenance procedures for work function.

Controls data storage system for large mainframe computer system (e.g., operates command terminal to assign storage space to users & identify usable memory storage space; assigns user identification numbers for new employees; backs up system data onto tapes & restores lost data through JCL commands; consults with manufacturer's representatives to resolve major hardware problems; tests new hardware for system use; documents space usage & recommends selection of new hardware to supervisor; refers to computer manuals to assist in problem resolution).

Provides technical assistance to users & computer operations staff regarding data storage (e.g., explains storage capabilities to users & contacts users regarding movement or potential deletion of data sets).

**MAJOR WORKER CHARACTERISTICS:**

Knowledge of mainframe computer operations/ procedures; job control language; computer hardware storage devices (e.g., tapes, disks, mass storage); employee training & development\*. Skill in operation of computer terminal & peripheral equipment (e.g., printers, mass storage cylinders). Ability to interpret variety of technical computer manuals; communicate verbally on technical & non-technical matters; gather, collate & classify information about data, people or things.

(\*)Developed after employment.

**MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:**

12 mos. trg. or 12 mos. exp. in mainframe computer operations/procedures; 12 mos. trg. or 12 mos. exp. in job control language programming; 6 mos. trg. or 6 mos. exp. in computer hardware storage devices (e.g., tapes, disks); 6 mos. trg. or 6 mos. exp. in operation of computer terminal & peripheral equipment (e.g., printers, mass storage cylinders).

-Or equivalent of Minimum Class Qualifications for Employment noted above.

**TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:**

Not applicable.

**UNUSUAL WORKING CONDITIONS:**

Work involves operation of computer terminal for long periods of time; may be required to work overtime.