

Job Description

Title: Network Engineer	Salary Band: C42
CBA Position: KCSS	Band Range: \$48,370-\$72,557
Department: IT	FY14 Budget:
Reporting Manager: Director of IT	Account Number:
Direct Reports: None	ICCB Class:
FLSA: Non-Exempt	KC Status (Class): Support Staff
Expected Hours of Work: 40	POSD:

Job Summary:

Provide support in installation, maintenance and repair of network equipment; add, modify and remove network user accounts, as well as maintain the physical information network, data storage, backups, and related equipment.

Supervisory Responsibilities: None

Minimum Qualifications/Basic Job Requirements:

Associate's degree in information technology or related field
3-5 years network installation and maintenance experience

Illustrative Examples of Essential Functions:

Manage and administer the addition, modification, or removal of user accounts, set up new users with printer assignments for networked printers, back up data as necessary.
Research and resolve system problems; create scripts to automate tasks.
Assist staff and students on troubleshooting and resolving network and phone related issues.
Manage network administration; monitor, repair, configure and install equipment including network switches, wireless access points, networked printers and connection workstations.
Manage phone system administration; add, move and remove telephone and connections; add, modify and remove voice mail accounts, trouble shoot and resolve problems with phone systems.
Research new technologies and methods to improve IT processes and services.
Perform other duties of a similar nature as directed.

(Core Competencies) Knowledge, Skills, and Abilities:

Possess strong organizational skills
Possess applied or advanced knowledge of Windows, Mac, and Linux Operating Systems.
Understand Information Technology Network infrastructure, Active Director, DHCP, DNS, LDAP, HP Network Switch Configurations, Telephone System Administration, Wired and Wifi network administration, Network Security management, and Video security

Provide strong and clear communication, customer service, and inter-personal skills
Ability to work independently
Able to cooperatively work with diverse groups of students and staff
Understanding of basic administrative processes and procedures
Advanced understanding of Microsoft Office Productivity Suite
Understanding of advanced computer operations and office equipment
Demonstrates efficient keyboard and data entry accuracy and speed

Workload Summary:

(Special physical requirements necessary for performance of the job)

Work is normally performed in a general office setting

Work is conducted in a busy office environment with frequent interruptions

This position requires light physical activity and movement, however there may be some instance where the position would be required to move related 0 0 1 86.544 611.26 t1a4()fl>