

Killeen Independent School District Job Description

Job Title: Network Engineer
Reports to: Manager for Telecommunications
FLSA: Exempt

SUMMARY

Coordinates strategies for designing, deploying, and maintaining the district's LAN & WAN infrastructure. To plan, implement, maintain, and support the District's wired and wireless LAN & WAN infrastructure. To provide general network support including project management, operation, expansion, and maintenance of various network-based communication systems.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

Wireless Infrastructure Management

Provides 3rd tier support for the corporate network.

Designs and plans District Enterprise level 802.11a/b/g/n infrastructure.

Wired Infrastructure Strategy & Planning

Performs network design and capacity planning.

Develops, implements and maintains policies, procedures and associated training plans for network resource administration, appropriate use, and disaster recovery.

Create and maintains documentation as it relates to network configuration, network mapping, processes, and service records.

Develops, implements and maintains policies, procedures, and associated training plans for network administration, usage, and disaster recovery.

Develops, implements and maintains policies for network asset management, including maintenance of network component inventory, related documentation, and technical specifications information.

Aids in development of business continuity and disaster recovery plans and maintains current knowledge of plan executables. Responds to emergency network outages in accordance with business continuity and disaster recovery plans.

Prepares and ensures accuracy of documentation, procedures manuals, and help sheets for network installations, including data, voice, and video systems.

Wired Infrastructure Acquisition & Deployment

Designs and deploys district LANs, WANSs, and wireless networks, including routers, switches, Uninterruptible Power Supplies, and other hardware.

Conducts research on network/wireless products, services, protocols, and standards to remain abreast of developments in the networking industry.

Plans and implements any improvement, modification, upgrades, or replacement of network infrastructure components in accordance with published maintenance windows.

Establishes and maintains connectivity and uptime service level agreements as established by the district.

Supports development and implementation of networking projects and new technology installations.

Wired Infrastructure Operational Management

Configures networks to ensure their smooth and reliable operation for fulfilling business objectives and processes.

Monitors network performance and troubleshoots problem areas as needed across the organization's LANs, WANs, and wireless deployments.

Ensures network connectivity of all servers, workstations, VoIP equipment, and other network appliances.

Practices network asset management, including maintenance of network component inventory and related documentation and technical specifications information.

Monitors and tests network performance and provides network performance statistics and reports.

Administers all network equipment upgrades according to published district maintenance windows.

Liaises with and provides training and support to help desk support staff on network issues.

Collaborates with Network Team to ensure that VoIP traffic does not interfere with or hinder network data traffic.

Conducts testing and development disaster recovery plans to detect faults, minimize malfunctions, and backup systems.

Will be an active participant in Killeen ISD technology incident responses and situations.

Maintains technology security focus and proficiency.

Regularly reviews and updates technology incident response plans as technology changes.

Performs other duties as assigned.

EDUCATION and/or EXPERIENCE

Bachelor's degree in Computer Science or related and/or 5 years minimum experience implementing and maintaining a Cisco network and a Cisco certification. Experience with network planning and design, troubleshooting, and design experience for both wired and wireless infrastructures, Quality of Service, ACL's, routing protocols to include BGP, OSPF, EIGRP, and IP Multicast, Cisco IOS and NXOS, preferred. Thorough knowledge of network management tools and network configuration management tools (Prime).

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of the organization.

MATHEMATICAL SKILLS

Ability to calculate figures and amounts such as discounts, interests, commissions, proportions, percentages, area, circumferences and volume. Ability to apply concepts of basic algebra and geometry.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, oral or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

OTHER KNOWLEDGE, SKILLS AND ABILITIES

Knowledgeable in LAN/WAN wired and wireless infrastructure management and maintenance techniques, documentation standards, performance monitoring and routing/switching troubleshooting techniques. Knowledgeable of enterprise-based wireless components to include Wireless Access Controllers, Wireless Access Points and wired network support infrastructure requirements. Thorough knowledge of network management tools and network configuration management tools (Prime).

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand, walk, use hands, handle, feel, climb and balance. The employee is occasionally required to sit, reach with hands or arms, and stoop, kneel, crouch or crawl. The employee must regularly lift and carry (up to 44 pounds) and occasionally lift and carry (45 pounds and over).

WORK ENVIRONMENT

The work environment characteristics described here are representative to those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions. The noise level in the work environment is usually quiet.

Revised Date: August 30, 2019

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills that may be required.