

## SCHOOL DISTRICT OF SARASOTA COUNTY

### JOB DESCRIPTION

#### NETWORK ENGINEER

**SALARY SCHEDULE: SSP-13**

**COST CENTER: INFORMATION TECHNOLOGY (9020)**

**QUALIFICATIONS:**

- (1) High School Diploma required. [Bachelor]Associate's Degree [or Technical Institute Degree] or higher in Computer Science, Computer Networking, or related field [preferred] and/or possess current CCNA Certification or higher.
- (2) Minimum of five (5) years successful experience on LAN/WAN/WLAN and network software / operating systems.
- (3) Experience in Network Administration, Network Management, RADIUS Server Administration and use of Cisco Works administration tools
- [(4)] Possess current CCNA Certification]
- [(5)] (4) Demonstrated ability and experience in the design and building of LAN/WAN/WLAN's.
- [(6)] (5) Minimum of five (5) years successful experience with TCP/IP protocol suite and Subnetting.
- [(7)] (6) Demonstrated ability in TCP/IP Protocol and Subnetting, Wireless Protocols, Cisco switch commands.

**KNOWLEDGE, SKILLS AND ABILITIES:**

Knowledge of the operation of networks computers and peripheral equipment related to assignments. Ability to troubleshoot problems. Ability to organize and execute logical work sequences. Project management skills. Ability to update skills as needed. Ability to communicate effectively both orally and in writing. Ability to effectively present information and respond to questions from groups of administrators, employees and the general public. Ability to organize and prioritize activities. Ability to work alone and with others. Possess good interpersonal and communication skills. Ability to manage time effectively.

**REPORTS TO:**

Manager of Telecommunications and Network Services

#### JOB GOAL

Work with engineers and architects in the redesign or design and creation of new LANs / WANs and WLANs. Continued work on maintaining current LAN/WAN/WLAN infrastructure.

**SUPERVISES:**

N/A

**PERFORMANCE RESPONSIBILITIES:**

- \* (1) Establish and document specifications and standards for LANs/WANs/WLANs.
- \* (2) Install and maintain LANs/WANs/WLANs in accordance with established standards.
- \* (3) Coordinate and install the cabling extension and growth of LANs/WANs/WLANs.
- \* (4) Prepare permitting documentation
- \* (5) Assist in defining and implementing solutions for LAN/WAN/WLAN needs and designs.
- \* (6) Assist with the security, menus, print management, database maintenance, communications and support systems as required.
- \* (7) Evaluate system performance and make recommendations for improvement.
- \* (8) Provide training for network services and maintenance of the LAN/WAN/WLAN.
- \* (9) Provide for LAN/WAN/WLAN management software installation and maintenance.

## SENIOR NETWORK ENGINEER

- \*(10) Provide for cabling and switch installation and maintenance of all LAN/WAN/WLAN extension and growth.
- \*(11) Provide training for support personnel in the maintenance and troubleshooting of LAN/WANs/WLANs the system.
- \*(12) Establish and maintain reference materials for use by technicians.
- \*(13) Establish and maintain a channel of communication using District e-mail regarding LAN maintenance and operation.
- \*(14) Prepare all required reports and maintain all appropriate records.
- \*(15) Maintain confidentiality regarding all school matters.
- \*(16) Exhibit support for the District's vision, mission, goals and priorities.
- \*(17) Demonstrate initiative in the performance of assigned responsibilities.
- \*(18) Provide for a safe and secure workplace.
- \*(19) Model and maintain high ethical standards.
- \*(20) Follow attendance, punctuality and proper dress rules.
- \*(21) Maintain positive relationships with staff and vendors.
- \*(22) Participate in workshops and training sessions as required.
- \*(23) Communicate effectively with staff and vendors.
- \*(24) Keep supervisor informed of potential problems or unusual events.
- \*(25) Respond to inquiries and concerns in a timely manner.
- \*(26) Follow all School Board policies, rules and regulations.
- \*(27) Exhibit interpersonal skills to work as an effective team member.
- (28) Perform other incidental tasks consistent with the goals and objectives of this position.

### PHYSICAL REQUIREMENTS:

Medium Work: Exerting up to 100 pounds of force occasionally, and/or up to 20 pounds of force frequently and/or up to 10 pounds of force as needed to move objects.

### TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan.

Length of the work year and hours of employment shall be those established by the District.

### EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

### Job Description Supplement No. 12

\*Essential Performance Responsibilities