Title:	Enterprise Network Engineer
Department:	Enterprise Technology Solutions / Network Services
Reports to:	Director of Enterprise Technology Solutions
Prepared Date:	January 28, 2022

SUMMARY OF RESPONSIBILITIES

Responsible for the planning, analysis, design, security, implementation and support of the district's enterprise Wide Area Network (WAN), Local Area Networks (LANs), Wireless Local Area Networks (WLANs), Virtual Local Area networks (VLANs), server infrastructure, storage, backup systems, security and Disaster Recovery, VoIP systems, and ensure a safe and secure environment for network use by all students, staff and systems in the District.

DUTIES AND RESPONSIBILITIES

- Responsible for the planning, analysis, design, security, configuration, implementation and support of the Wide Area Network (WAN), Local Area Network (LAN), VLANs, and VoIP systems at 50 plus locations including performance optimization, capacity management and quality control.
- Design, configure, implement, manage, troubleshoot, and maintain all aspects of District network and Voice over IP solutions, remote access and related services.
- Provide leadership in development and maintenance of district enterprise technology solutions including technology security and disaster recovery plans.
- Responsible for optimal network performance by utilizing auditing, monitoring, and analyzing network performance and recommends adjustments to a wide variety of complex network management functions to maximize optimal functionality and reliability for support of approximately 38,000 students and 5,000 staff.
- Responsible for network storage area, physical and virtual servers (approx. 180 servers), and their associated operating systems and software including but not limited to: Windows Server, Microsoft SQL Server, IIS Web Servers, Server Virtualization, and Linux.
- Responsible for developing, implementing, and updating a comprehensive district security plan and best practices to ensure a positive security posture.
- Ensure that critical systems are properly backed up and Disaster Recovery plans can be followed.
- Manage network cloud services including Active Directory/Azure/Google cloud services.
- Assist other departments as needed in a confidential manner with investigations of inappropriate use of network resources.
- Consult with other district departments to maintain software and hardware compatibility consistent with network standards.
- Responsible for the training and development of other technical support staff.
- Work with the Director of Enterprise Technology to develop an annual budget for Network Services; make yearly budget recommendations.
- Assist the Director of Enterprise Technology with identifying, selecting, and coordinating vendor and consultant services; meet regularly with significant vendors to maintain a positive working relationship.
- Perform other tasks and duties as assigned by the Director of Technology and Information Services.

SUPERVISORY RESPONSIBILITIES
None; however, may lead, train, or participate in work team assignments.

EDUCATION and/or EXPERIENCE
High School Diploma or equivalent, five years IT infrastructure experience (installation and management of network infrastructure components), plus two years technology or information management experience. Equivalent experience/training considered.

CERTIFICATES, LICENSES, REGISTRATIONS
None / Previous training and industry vendor certifications desired.

KNOWLEDGE, SKILLS & ABILITIES
Working knowledge with current tools and best practices in the management and deployment of enterprise network solutions.
Extensive background and work experience troubleshooting complex, elevated technology problems in a methodical and logical manner. Strong analytical and problem-solving skills.
Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.
Demonstrated willingness to learn and adapt to changes in technology.
Strong analysis skills to identify and resolve network/system vulnerabilities and resolve potential issues in a time-sensitive manner.
Ability to multi-task & set priorities in a constantly changing environment.
Demonstrated strong, positive customer service skills.
Excellent interpersonal skills. Excellent customer service skills.
Ability to work with diverse groups.
Experience working in a team-oriented, collaborative environment.
Effective communication/listening (verbal and written) and documentation skills.
Ability to maintain regular attendance, which includes completing an assigned day. Must be able to lift equipment weighing up to 40 pounds.
Ability to perform position responsibilities including physical factors, work devices and materials handling, data functions, and people functions. Must be physically working in the buildings/on site.

PREFERRED EXPERIENCE
Bachelor's degree with an emphasis in information or technology management preferred.
Planning, analysis, and design of Local Area Networks (LANs), Wide Area Network (WANs), Wireless Local Area Network (WLANs), Virtual Local Area Network (VLANs), and server infrastructure in an enterprise environment. Demonstrated experience in areas below are preferred:
- network infrastructure (WANs, LANs, WLANs, and VLANs) in an enterprise environment
- network storage
- physical and virtual server infrastructure (Windows servers, IIS servers, and VMWare)
- network security solutions (firewall management, internet filtering, anti-virus, phishing, and other security systems)
- network management tools (vendor specific, PRTG network monitor, and others)
- network cloud services (e.g., Google Admin Console, Microsoft Azure, AWS, etc.)
- VoIP
- Backup and Disaster Recovery

PHYSICAL DEMANDS
The physical demands described here are representative of those that must be met to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. The employee will occasionally lift and/or move up to 50 pounds such as boxes of materials. The employee will sometimes push/pull items such as furniture or boxes of materials. While performing the duties of this job, the employee is regularly required to sit, occasionally walk or stand, and travel from building to other sites. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus. Some driving is required.

WORK ENVIRONMENT
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Most work is performed in an office or school building. The noise level in the work environment is usually quiet.