

P L E A S E P O S T

ANTICIPATED LEAD NETWORK ENGINEER - SYSTEMS

Date Posted: April 1, 2024
Closing Date: April 30, 2024
Anticipated Start Date: As Soon As Possible
Department: Technology
Work Year: 52 Weeks

Summary: Design, implement, and maintain computer, storage, and disaster recovery systems both on premises and in the cloud.

Essential Duties and Responsibilities: Work is performed under the general supervision of administration. An employee in this position may be called upon to do any or all of the following: (Does not include all tasks the employee may be expected to perform.)

1. Designs and supports the installation, configuration, monitoring, troubleshooting, and disaster recovery of all physical and virtualized servers, including the server virtualization environment. Maintains ability to work with multiple operating systems on various platforms.
2. Designs and supports the installation, configuration, monitoring, troubleshooting, and disaster recovery of SAN and Storage Array hardware.
3. Designs and supports the installation, configuration, monitoring, troubleshooting, and disaster recovery of on premise and cloud hosted backup solutions.
4. Develops and maintains up to date documentation of all systems components and advises on device lifecycles.
5. Assumes responsibility for the planning, design, implementation, delivery, and optimization of Active Directory services using methodologies that align with the principle of least privilege.
6. Assumes responsibility for the planning, design, implementation, delivery, and optimization of Google Workspace and Microsoft 365 environments using methodologies that align with the principle of least privilege.
7. Researches, designs, and administers identity and authentication systems including federated services and two factor authentication systems.
8. Assumes responsibility for administration, optimization, and monitoring of Windows and other operating systems update services.
9. Assumes responsibility for administration, optimization, and monitoring of imaging. Builds and maintains base images.
10. Monitors the datacenter and systems for problems, performs troubleshooting and incident response, communicates with Core Services and Field Services staff and tracks problems through to resolution.
11. Participates in the evaluation, operation and testing of software, hardware and network configurations.

12. Assumes responsibility for creating update policies, monitoring the patch rollout, and troubleshooting of failed patch applications of systems.
13. Plans, configures, and implements failover systems.
14. Diagnoses and resolves equipment problems on a timely basis; arranges for additional technical support as needed.
15. Assists in implementing system upgrades, enhancements and expansions.
16. Provides technical assistance and training to end users on network operations and procedures.
17. Consults with Field Services staff on the installation and configuration of door access and security camera systems. Configures devices in the systems.
18. Assists “Network Engineer - Infrastructure” as needed.
19. Performs other duties as assigned.
20. Provide after-hours support as needed.
21. Transport self to various worksites in a personal motor vehicle.
22. Regular and predictable attendance is required for this position. In-person attendance requirements may vary and will be determined by the supervisor.

Supervisory Responsibilities: None

Qualification Requirements: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:

- Bachelor’s degree in computer science, information technology, or related field.
- 4+ years networking engineering experience

Certificates, Licenses, Registrations:

- Valid Michigan driver’s license and good driving record required throughout employment.
- Certification related to systems engineering, systems administration preferred.
- CCNA or industry recognized certifications preferred

Language Skills: Ability to read, analyze and interpret general business periodicals, professional journals, technical procedures, service contracts, or governmental regulations. Ability to read and interpret technical manuals to support network requirements. Ability to write reports and business correspondence. Ability to effectively present information and respond to questions from individuals or groups, which may include public presentations. Ability to speak clearly and concisely both in oral and written communications.

Mathematical Skills: Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios and proportions to practical situations.

Reasoning Ability: Ability to define problems, collect data, establish facts and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables. Ability to research and solve problems logically, and creatively if the situation requires it.

Other Skills and Abilities: Documented/demonstrated current knowledge of technical aspects of network systems, technology tools (new/old/cutting edge/trends), and open systems technology

required. Ability to effectively manage multiple tasks, adapt to distraction and the need to redirect to address emerging needs, while effectively managing workload and meeting deadlines. Exhibit leadership in a positive and effective manner. Strong teamwork and interpersonal communication. Able and willing to have productive and effective conversations with customers, contractors and management. Must be helpful, respectful and approachable and receptive to job-related feedback. Demonstrated commitment to diversity and inclusion. Ability to work a flexible workday and workweek. Ability to exercise good judgment and make decisions in accordance with policies and procedures. Must exercise discretion in sharing information in order to ensure legal and situational confidentiality requirements are observed. Ability to work as part of a highly motivated, interdisciplinary team.

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 frequently is required to sit; use hands to finger, handle, or feel objects, tools, or controls; and talk and hear. The employee frequently is required to reach with hands and arms and will frequently repeat the same hand, arm and finger motion to operate computers. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus. The employees must occasionally push or pull up to 25 pounds and, less frequently, may need to push or pull up to 75 pounds. The employee must occasionally be able to kneel, crouch or bend to examine or install equipment. The employee will occasionally be required to perform observation and analysis of locations and hardware out of doors, which may include walking on uneven surfaces.

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

The noise level in the work environment is usually quiet. Work is normally performed indoors, but location changes can occur throughout a workday.

Pre-employment Screening: Applicants who receive a conditional offer of employment for a position with JCISD will be required to successfully complete a background check, a pre-employment physical to determine ability to perform the desired position (with or without reasonable accommodations) and a drug test.

Employment Date, Salary, and Fringe Benefits: Anticipated employment date is as soon as possible. This is a 52 week position. Placement on the Administrator/Coordinator Salary Schedule depends upon qualifications and experience; new employee salary range is \$88,681 - \$104,653. Paid health, dental, vision, life and long-term disability insurances, sick, vacation and personal business days.

Contact: Interested parties should go to our website, <https://jcisd.workbrightats.com> to complete an online application.

APPLICATIONS ACCEPTED UNTIL APRIL 30, 2024

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.

The Board of Education does not discriminate on the basis of race, color, national origin, sex, (including sexual orientation or gender identity), disability, age (except as authorized by law), religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities.

The Superintendent shall appoint and publicize the name of the compliance officer(s) who is/are

responsible for coordinating the District's efforts to comply with applicable Federal and State laws and regulations, including the District's duty to address in a prompt and equitable manner any inquiries or complaints regarding discrimination or denial of equal access. The Compliance Officer(s) shall also verify that proper notice on nondiscrimination for Title II of the Americans with Disabilities Act (as amended), Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendment Act of 1972, Section 504 of the Rehabilitation Act of 1973 (as amended), and the Age Discrimination in Employment Act is provided to staff members and the general public.

The Jackson County Intermediate School District is an educational service agency that works in partnership with local public and charter schools, and the local community. We are committed to the success of all students by providing educational leadership, services, programs, and resources.

Our work and organizational goals are driven by Five Guiding Principles:

Instruction ~ Quality, Creativity and Relevance

Leadership ~ Envisioning, Engaging and Executing

Service ~ Listening, Caring and then Serving

Community ~ Collaboration and Partnerships

Equity ~ Inclusive, Responsive and Sincere Belonging

Consistent with our purposes and guiding principles, the JCISD is actively pursuing diversity, equity and inclusion in our employment practices. We encourage applicants who may not have a specific listed qualification, but who believe they have the needed knowledge, skills and abilities to perform the essential functions of a position, to apply and to highlight how their education, experience and/or other abilities make them qualified to perform the essential functions of a position, to apply and to highlight how their education, experience and/or other abilities make them qualified to perform the essential functions of the posted position.