

PLANO INDEPENDENT SCHOOL DISTRICT
Job Description

Job Title:	Infrastructure Architect	Wage/Hour Status:	Exempt
Reports To:	Principal Architect	Pay Range:	860
Dept./School:	Technology Services	Date Revised:	5/5/2023

Primary Purpose:

This bond position works with key stakeholders to plan and architect new solutions to solve complex business problems. Responsible for designing and modernizing the enterprise network infrastructure including planning, installing, configuring, and implementing new routers, switches, wireless access points, and other network connectivity equipment. This individual should be a self-motivated starter; perform tasks with little or no supervision and maintain a proactive attitude with establishing relationships among district personnel.

Qualifications:

Education/Certification:

Bachelor's degree in a technical field preferred

Industry certifications a plus

Experience:

10 years of experience in infrastructure design, administration, and support

10 years of experience implementing LAN/WAN/WLAN in an enterprise environment

10 years of experience with designing TCP/IP networks, subnets, VLANs

10 years of experience with structured cabling, CAT6/6A, single/multi-mode fiber optics

10 years of experience managing firewalls, IDS/IPS, load balancers, VPNs

Special Knowledge/Skills:

Demonstrated knowledge and experience with enterprise level routing protocols for internal/external routing including EIGRP, OSPF, BGP

Demonstrated knowledge and experience with CIDR (IP-V4) with ability to address and create an enterprise scheme

Excellent knowledge of best practices, industry trends and compliance requirements in enterprise networking

Excellent verbal and written communications skills

Ability to manage multiple priorities effectively

Ability to develop and maintain effective working relationships

Major Responsibilities and Duties:

Lead large-scale infrastructure projects as required related to technology initiatives including requirements analysis and documentation, task scheduling and execution

Design, develop, document, and communicate plans for new and existing solutions for all infrastructure technology, partnering with functional teams and business partners to plan, build, and implement comprehensive solutions

Designs network layouts including LANs, WANs, SDWANs, WLANs, VPNs, and unified communications systems while ensuring high availability

Partner with functional teams and business partners to develop a comprehensive business continuity/disaster recovery architecture, including redundant, highly available network and datacenter infrastructures

Supports integrated ITIL processes with Incident, Change and Problem management. Ensure all changes are well communicated, coordinated, and documented.

Maintain up-to-date documentation, including diagrams, on all infrastructure services and connectivity. Practice asset management and keep updated component inventories and related documentation and technical specifications

Be customer service oriented and maintain a professional approach regarding all district matters

Perform R&D, remain knowledgeable of emerging trends in technology, and keep abreast of innovative practices. Attain and keep current, relevant technology certifications

Perform special projects and after-hours support and upgrades

Follow all rules, regulations, and policies of Plano ISD and follow directives from supervisor

Follow attendance policy as assigned by supervisor

Perform other functions that may be assigned by the Administration and/or supervisor

Equipment Used:

Computer, scanner, printer, copier, calculator

Working Conditions:

Mental Demands:

Reading; ability to communicate effectively (verbal and written); maintain emotional control under stress; work with frequent interruptions

Physical Demands/Environmental Factors:

Frequent standing, stooping, bending, kneeling, pushing and pulling; prolonged use of computer and repetitive hand motions; occasional lifting up to 50 pounds

Acknowledgement:

Job Title: Infrastructure Architect

Any work-related experience or additional education/training resulting in acceptable proficiency levels in the above-required knowledge, skills, and abilities may be an acceptable substitute for the above-specified education and experience requirements at the sole discretion of District Administration.

Approved By: W. Noel McBee, Compensation Coordinator **Date:** 5/5/2023

The above statements are intended to describe the general purpose and responsibilities assigned to this job and are not intended to represent an exhaustive list of all responsibilities, duties, and skills that may be required. District administration and/or my supervisor has the right to add or change duties at any time. This job description supersedes all prior job descriptions for this position as well as rescinding all past and present job descriptions that do not reflect the current requirements of this position.

My signature below indicates I understand and acknowledge my job description.

Employee Signature: _____ **Date:** _____