

PLANO INDEPENDENT SCHOOL DISTRICT  
Job Description

**Job Title:** Network Engineer

**Wage/Hour Status:** Exempt

**Reports To:** Director Infrastructure Services

**Pay Range:** 831

**Dept./School:** Technology Services

**Date Revised:** 03/11/2024

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**Primary Purpose:**

This position works with key stakeholders to plan and implement new IT solutions to solve complex business problems. Responsible for planning, installing, configuring, and implementing new routers, switches, wireless access points, and other network connectivity equipment.

**Qualifications:**

**Education/Certification:**

Bachelor's degree in a technical field preferred

Relevant certifications are a plus

**Experience:**

5 years of experience in network administration, and support

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

5 years of experience with configuring TCP/IP networks, subnets, VLANs

5 years of experience configuring and supporting switches, routers, and firewalls

5 years of experience monitoring and troubleshooting IP-based wired and wireless networks

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

**Special Knowledge/Skills:**

Demonstrated knowledge and experience configuring, implementing, and maintaining LAN/WAN/WLAN in a large enterprise environment

Knowledge and experience configuring VLANs, 802.1q trunking, RSTP, and BPDU guard.

Knowledge and experience with Layer 2/Layer 3 configurations with emphasis on dynamic routing protocols such as EIGRP, OSPF, and BGP

Knowledge and experience with the implementation and use of network monitoring, fault management, and performance analysis tools such as Fluke meters, syslog, WhatsUp Gold etc.

Familiarity with data center infrastructure technologies including switching, compute, & storage

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

**Job Title:** Network Engineer

Excellent verbal and written communication skills

Ability to manage multiple priorities effectively

Ability to develop and maintain effective working relationships

**Major Responsibilities and Duties:**

Partner with functional teams and business partners to develop and document technical designs for integration and implementation of network infrastructure systems

Assess and recommend changes to improve network configurations and performance, and determine hardware/software requirements related to such changes

Install, configure, and implement infrastructure systems and network equipment according to approved designs

Perform advanced diagnostics, identify, analyze, and initiate resolutions as third level support of all LAN/WAN/WLAN network components

Develop project and/or implementation plans for deployment of new technologies. Perform walkthroughs, markup floor plans, create rack layout designs for MDF/IDF closets in preparation for renovations, cabling projects, and network upgrades

Manage structured cabling projects to ensure implementation deliverables are installed according to technical specifications and designs

Interface with appropriate technology vendors and/or ISPs during product vetting, service installations, and resolution of any problems

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

Maintains up-to-date documentation, including diagrams, on all infrastructure services and connectivity. Practices asset management and keeps 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, after-hours support and upgrades, and other duties as assigned

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

**Job Title:** Network Engineer

**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

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**Acknowledgement:**

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:** 3/11/2024

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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:** \_\_\_\_\_