

## Job Description

**Please check one of the following:**

- New   
  Update   
  Advancement within same zone   
  Promotion to Higher Zone  
 Other

### 1. General Information

Date: 4/24/2019	Working Job Title: Regional Network Engineer	Position #: 9051
Employee Name: T.B.A.	Title Code: 49303316	Department Name: Information Technology Services
SAP Personnel #: T.B.A.	Job Family: IT	SAP Organization Unit #: 50010180
Name of Supervisor: Greg Gray	Job Family Zone: Specialist	<input type="checkbox"/> O/S <input checked="" type="checkbox"/> M/P
Position # of Supervisor: 9015	Zone Code: IT20S	Funding Source: 9129100060
<b>FOR HR USE ONLY:</b>		
FLSA Overtime Exemption: <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt	Exemption Type:	

### 2. Job Summary

Incumbent will be responsible for ensuring continuous availability of the University of Nebraska inter-campus networks, Network Nebraska, connectivity with state, regional, national networks, and the Internet. Including the design, implementation, and management of switches, routers, optical network equipment, network appliances, and network management solutions. Monitor, analyze, and ensure network performance, capacity, and uptime meet university service level agreements within a 24x7 operation. Troubleshoot complex problems, individually, with other members of the team, and with third-parties. Requires regular interaction with other networking, systems, and telecom professionals in the design and delivery of services; and with end-users to provide direct support. Participation in scheduled on-call rotation is required and occasional work outside of normal business hours. Travel throughout the state of Nebraska is required.

Responsible for implementing and maintaining cybersecurity controls and complying with cybersecurity standards. Possession and use of a personal cell phone and plan for business purposes, including on-call responsibilities, is a condition of employment.

### 3. Duties and Responsibilities

Indicate % of time spent and indicate with an "*" the duties & responsibilities that are essential functions of this job. Arrange this list of duties in order of importance.	% of Time	Essential Functions
Design, implement, and manage wired network infrastructure and associated software, including switches, routers, security appliances, optical transport, and management tools for the university and Network Nebraska. Manage peering with local and regional networks and the Internet.	40%	*
Troubleshoot and provide support for the university and Network Nebraska communities in accessing and utilizing network services; including on-call support requirements. Answer user questions and keep campuses and customers informed regarding changes, incidents, problems, policies, and procedures related to network services.	25%	*
Monitor and identify capacity and performance issues for network services to ensure continued, uninterrupted operation of network services and desired quality of service. Prepare and deliver usage and inventory reports as requested.	10%	
Develop and maintain network documentation, including user-level documentation.	10%	
Assists as necessary in maintaining campus-specific applications, systems or services.	10%	
Other duties as assigned.	5%	

**4. Zone Definition Factors** (Provide additional information not contained in the Duties & Responsibilities)

**A. Knowledge, skills and abilities**

Incumbent is instrumental in the implementation, daily maintenance, and on-going support of University-wide networking services as well as Network Nebraska. Contributes to the design and documentation of University-wide and Network Nebraska technical architecture. Understand and implement measures for providing continuous availability of the network. Expert knowledge in switching, routing, transport, networking terms, networking best practices, local area and wide area routing protocols, networking security, incident management, and evaluation of networking technologies. Individual must have good communications skills. Clear and grammatically correct sentence preparation is required for the accurate and comprehensive documentation of systems and projects. Demonstrates a strong motivation to stay current in the technical realm and an ability to learn and use new and developing methods of systems support.

**B. Problem Solving / Decision Making**

Incumbent will be responsible for making decisions affecting the support of university-wide and Network Nebraska managed services. He/she will also be responsible for troubleshooting issues with services and making decisions to best restore services to end users. Must be able to plan a path to reach a goal and successfully execute their plan. Some of the problems encountered are nebulous, thus the position calls for sophisticated problem-solving skills that can uncover root causes.

**C. Interactions**

Contact with other University and Network Nebraska employees, students, faculty, and staff via in-person, phone, and other electronic forms of communication.

**D. Nature of Supervision**

Supervision Over:  Reg Staff       Temp Staff/Students       No Supervision  
Supervision Received:  Close       Moderate       Limited/None

**E. Impact**

Incumbent will be instrumental in supporting campus-wide computing services that often tie directly to strategic goals of the department and campus. The systems managed support core functions of the campus including, but not limited to student information system processes, projects that support the academic, research, and community engagement goals of the campus, HR processes and/or budgetary processes. As such, department's ability to carry out these core functions is dependent on the continuous availability of the services this position provides. He/she will also provide technical leadership to other IT professionals in the department and campus-wide.

**5. Minimum Qualifications** (indicate “required” and “preferred” for each qualification)

**A. LEVEL OF EDUCATION:**

Bachelor’s Degree in Computer Science or Electrical Engineering; equivalency considered

**B. YEARS & TYPE OF EXPERIENCE:**

Five (5) years experience in a lead role, with the configuration, design, installation and maintenance of network hardware/software required working in a large network (150+ networking devices such as routers, switches, firewalls, not including APs, PCs or servers) environment; required.

**C. SPECIAL TRAINING / CERTIFICATION / LICENSURE:**

Cisco Certified Network Professional (CCNP) preferred or equivalent certification

**D. SPECIAL KNOWLEDGE, SKILLS OR ABILITIES:**

Working knowledge of Windows and UNIX operating systems; required  
Knowledge with Ethernet networking; TCP/IP; DNS/DHCP; BGP routing; and architecture and maintenance of routers, gateways, and switches; essential  
Demonstrated experience working with a staff of highly technical network professionals; required  
Excellent communication and organizational skills; required  
Must have the ability to handle several concurrent projects; required  
Demonstrated project management experience leading network projects to completion; required  
Experience developing budgets and financial proposals related to network projects and bids; required  
Knowledge or experience with wireless, including capacity planning and site surveys; preferred  
Familiarity with optical multiplexing and IPv6 and associated implementation / migration issues; desirable  
Knowledge of Cisco Nexus; preferred  
Experience with load balancers, common security tools (i.e. firewalls, VPN systems) and network management tools; helpful  
Experience providing network services in support of high I/O production environments associated with Virtual Servers; preferred  
Ability to translate business need into technical solutions and to communicate complex technical issues to non-technical professionals; preferred

## 6. Physical Requirements

- A. GENERAL INFORMATION:** Describe the work environment and physical demands (i.e. environmental elements, travel, irregular hours, hazardous/unpleasant working conditions, etc):

Machine room noise may affect ability to concentrate. Location of workplace – basement, no windows, may disturb some individuals. Eyestrain and neck/back pain may result from hours working at a computer. Employee is on-call and responsible for maintaining continual coverage of the system – this responsibility may require the necessity to work outside regular business hours. Project deadlines may necessitate evening and weekend hours. Some travel both in-state and out-of-state may be necessary.

- B. GENERAL PHYSICAL REQUIREMENTS** Indicate the appropriate response for an eight hour day

	Fill in the appropriate number of hours (0-8) Maximum is 8	Indicate intermittent or constant:	
		Intermittent	Constant
Sit	6	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stand	.5	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Walk	1	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Drive Motor Vehicle	.5	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Explain:

- C. SPECIFIC JOB REQUIREMENTS:** Complete only for job requiring at least occasional manual effort, climbing, lifting, reaching, exposure to harsh conditions, exposure to dangerous chemicals, etc. Provide additional information or explanation as needed to describe unique or special physical requirements.

	Occasionally (less than 2 hrs / day)	Frequently (2-4 hrs / day)	Continually (5 hrs / day)
Squatting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bending	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kneeling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reaching	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
> Overhead	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
> Forward	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
> Low	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Twisting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crawling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Climbing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
> Ladder	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
> Stairs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
> Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- D. THIS JOB REQUIRES EMPLOYEE TO:** Complete only for positions requiring lifting, carrying, pushing or pulling  
Indicate in appropriate space: L = LIFT C = CARRY P = PUSH PL = PULL

	Occasionally (less than 2 hrs / day)				Frequently (2-4 hrs / day)				Continually (5 hrs / day)			
	L	C	P	PL	L	C	P	PL	L	C	P	PL
11 – 24 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25 – 49 lbs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
50 – 74 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
75 – 100 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
* Over 110 lbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If the job requires the employee to handle over 50 lbs – please explain.

**E. JOB REQUIRED USE OF HANDS OR SPECIAL TOOLS / EQUIPMENT FOR:**

	RIGHT	LEFT	BOTH
Keyboarding	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pipefitting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Explain:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**F. PATIENT CARE AND RESEARCH JOB**

Does this job entail:	No	If Yes, Explain
Exposure to biohazard materials	<input type="checkbox"/>	<input type="text"/>
Exposure to blood/bodily fluids	<input type="checkbox"/>	<input type="text"/>
Potential exposure to blood/bodily fluids	<input type="checkbox"/>	<input type="text"/>
Wearing hearing protection apparatus	<input type="checkbox"/>	<input type="text"/>
Working with laboratory animals	<input type="checkbox"/>	<input type="text"/>
Exposure to chemical hazards	<input type="checkbox"/>	<input type="text"/>
Wearing protective clothing	<input type="checkbox"/>	<input type="text"/>