

Job Title	Network Engineer I
Job Code	
Exempt Status	
Position Status	
EEO Classification	

Job Summary

The Network Engineer I, under general direction, performs routine network engineering functions.

Essential Duties and Responsibilities

- Assists with network design activities.
- Assists with tests used to certify network to required installation design standards.
- Helps analyze, troubleshoot, track, and repair data communications networks.
- Establishes contacts with vendors for networking support and problem resolution. Confers with clients to define networking requirements.
- Documents network engineering designs, plans, maps, methods, and procedures.
- Assists with new technology deployments and integration testing.
- Helps monitor and maintain network security.
- Assists with the evaluation of new technologies to determine their applicability with regards to clients' needs.

This document represents the major duties, responsibilities, and authorities of this job, and is not intended to be a complete list of all tasks and functions. Other duties may be assigned.

Additional Responsibilities

Minimum Requirements

Education – Bachelor's degree in applicable field or equivalent combination of education and experience.

Experience – Two years of related experience.

Knowledge of – Knowledge of word processing and spreadsheet applications. Knowledge of advanced Information Technology (IT) intermediate troubleshooting, client relations, formulating and contributing ideas, and knowledge of the Information Interface Technology Library (ITIL).

Ability to – Ability to multitask and work cooperatively with others. Excellent written communication, analytical, interpersonal, and organizational skills.

Licensing / Professional Certification – None.

Physical Requirements – None.

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.

Supervision of Others

This position generally does not supervise employees.

Other Requirements