



DALLAS COUNTY JOB DESCRIPTION

Job Title:	Senior Network Engineer	Job Code:	7019800	Job Grade:	NM
Reports To:	Manager of Servers and Networks	Pos. No:	TBD	FLSA Code:	E
Department:	Office of Information Technology Services	Loc. Code:	2010001	SIC Code:	9311
				WC Code:	8810
Division:		CS Code*:	A, B, C, or D	EEO Code:	C01

Summary of Functions: Provides leadership in the development, configuration, installation, administration and optimization of the County's data network infrastructure; implements improvements and enhancements which support the service goal level; and evaluates new network technologies and makes recommendations regarding the integration of these technologies into the existing network.

Management Scope: May occasionally supervises the activities of one to two network staff members.

Duties and Responsibilities:	% of Time	Essential Non-essential
1. Plans and oversees the design and documentation of the Local Area Network (LAN) and Wide Area Network (WAN), tracking of infrastructure system build-out status, specification and configuration of firewalls, switches, core routers, VPN concentrators, content switches, web management devices; provide for other systems and network engineering tasks, as required; researches the need and availability of appropriate hardware for project and production support; and configures and installs new network hardware in support of the initiatives.	40%	E
2. Installs, configures and manages network reporting tools and software and uses monitoring, performance analysis, network management, software and hardware to troubleshoot, isolate and resolve problems.	20%	E
3. Manages the utilization of hardware and software tools to monitor the health of the County's internet connection, Wide-area-Network, and various Local-area-Networks; oversees vendor patches and fixes to problems; correct issues and problems with the network.	15%	E
4. Utilizes software and hardware diagnostic tools to identify, diagnose and repair complex problems and factors affecting network performance; directs and performs all necessary information system audits to ensure service levels are sustained, systems are optimized and information systems are not compromised.	10%	E
5. Develops network documentation, including diagrams, Standard Operating Procedures and work instructions. Perform after hours support duties to sustain networking systems and service levels.	10%	E
6. Performs other duties as assigned.	5%	NE

* *The Code depends on the Department where the position is located and/or funded in accordance with 86-1 of Dallas County Code.*

Minimum Qualifications:

Education, Experience and Training:

Education and experience equivalent to a Bachelor's degree from an accredited college or university in Computer Science, Information Technology, Mathematics, Engineering, Business Administration or in a job related field of study. Five (5) years of related work experience directly involved with data network and Cisco based network equipment. Must have completed CCNA or CCNP certifications.

Special Requirements/Knowledge, Skills & Abilities:

Experience with Microsoft servers, voice/data communications, network architecture and network protocols, network monitoring and alerting, firewall configuration maintenance, software configuration, network protocol traffic management and QoS configuration. Ability to effectively communicate, both verbally and in writing, and establish and maintain effective working relationships with employees, departments and the general public. Required to be on call. Must possess a valid Texas driver's license, with a good driving record.

Physical/Environmental Requirements:

On call 24/7 technical support may be required. Requires prolonged sitting, standing, walking, and the ability to lift files, boxes, and other materials up to 20 lbs., unassisted.

Hay Points/Point Factor:

KH: FI3 350 pts - PS: F4 (50%) 175 pts - AC: F2C 200 pts, TTL: 750 pts - Profile: 48-24-28 +1

Supervisor Signature _____

Date _____

Reviewed by Human Resources/Civil Service on _____

Date 03/07

Approved by Civil Service Commission on _____

Date 4/3/07

This job description shows typical requirements of a position within this classification. This description is not intended to be all-inclusive. Individual positions may vary slightly in functions, job dimensions and requirements. Any percentage of time included on each function is only an estimate and may change depending on the specific departmental tasks. Candidates whose disabilities make them unable to meet these requirements will still be considered fully qualified if they can perform the Essential Functions of the job with reasonable accommodation.