



PUYALLUP TRIBE OF INDIANS



JOB ANNOUNCEMENT

OPENS: JANUARY 11, 2018

CLOSES: APRIL 9, 2018

JOB TITLE: NETWORK ENGINEER

DEPARTMENT: INFORMATION TECHNOLOGIES

REPORTS TO: DIRECTOR OF TECHNOLOGY

SALARY: DOQ+BENEFITS

Position Summary: Under general direction designs, supports, maintains, and evaluates computer networking and telecommunication systems; installs, configures, and maintains routers, switches, PSTN gateways, firewalls, and other network-related devices and services.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Oversees the day-to-day operation of computer networks including hardware/software support, training, and special projects
2. Plans, designs and implements data and voice connectivity for local area network (LAN) and wide area network (WAN) systems
3. Assists in coordinating special projects including network related wiring plans, LAN/WAN hardware/software purchases, and system installation, backup, maintenance and problem solving
4. Assists in providing network and remote connectivity hardware/software support
5. Researches and recommends network hardware and software
6. Assists in installing, designing, configuring, and maintaining system hardware and software
7. Analyzes and troubleshoots the network logs and tracks the nature and resolution of problems
8. Monitors usage to ensure security of data and access privileges
9. Assists in maintaining both physical and virtual network servers and appliances
10. Installs, maintains, and troubleshoots the Storage Area Network (SAN)
11. Establishes and maintains user accounts, profiles, file sharing, access privileges and security
12. Researches, analyzes, monitors, troubleshoots and resolves data and voice network problems
13. Develops, maintains and implements network support, and archiving procedures
14. Researches and evaluates new technologies related to computer networking
15. Assists in planning, coordinating and consulting with vendors and clients for hardware/software purchases, product services and support
16. Recommends and specifies the purchase of related products and services

17. Keeps current regarding new hardware/software products for system enhancements
18. Assists and provides support to the Technical Support Group as necessary
19. Performs other duties as assigned.

SUPERVISORY RESPONSIBILITIES

This position has no supervisory responsibilities.

QUALIFICATIONS AND REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

Minimum Requirements:

Cisco Certified Networking Associate and six years working as a network engineer;

OR

Cisco Certified Networking Professional and four years working as a network engineer.

Must demonstrate expert understanding of Routing and Switching, as well as: Routing Protocols (emphasis on Static and OSPF), Subnetting, QoS, VLANs, VoIP, ACLs, Device Hardening, and Firewalls. Knowledge of Cisco Call Manager and IPv6 a plus.

Language Skills

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Mathematical Skills

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Reasoning Ability

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Other Skills and Abilities

Must have and maintain a valid and unrestricted Driver's License and proof of auto insurance required.

Driver's License must not contain any restrictions that would otherwise prevent an employee from operating a GSA vehicle and complying with the Tribe's Vehicle Use Policy.

Must be detailed oriented.

Must adhere to strict rules regarding confidentiality.

Must successfully pass a background check prior to and periodically throughout employment.

PHYSICAL DEMANDS

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.

- Requires the ability to operate a typewriter, personal computer, multi-line telephone, calculator, facsimile, photocopier, ten-key.
- Requires the ability to read, write, communicate, and interpret information accurately in English.
- Requires the ability to concentrate and consistently produce accurate work.
- While performing the duties of this job, the employee is frequently required to sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear.
- The employee occasionally is required to stand and walk.
- The employee is occasionally required to stand and stoop, kneel, crouch, or crawl.
- The employee must occasionally lift and/or move up to 50 pounds.
- Specific vision abilities required by this job include close vision, color vision and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The noise level is moderate.
- The physical exertion is low to moderate.
- Work is performed in an office setting.
- There are frequent contacts and interruptions during the day.

The Puyallup Tribe of Indians reserves the right to revise or change job duties and responsibilities as the need arises. This position description does not constitute a written or implied contract of employment.

INDIAN PREFERENCE EMPLOYER AS REQUIRED BY LAW

HOW TO APPLY:

Submit application and resume postmarked by the closing date to:

Human Resource Department
Puyallup Tribe of Indians
3009 East Portland Avenue
Tacoma, WA 98404

Ph.#: (253)573-7863

Fax#: (253)573-7963

Job Line#: (253)573-7943

Email: jobs@puyalluptribe.com

*Note: Applications & copies of job announcements available at Rm. # 157
or online at www.puyallup-tribe.com*