



NEW: 12/02/2020
Submitted: 12/01/2020

JOB TITLE:	SPECIALIST NETWORK ARCHITECT
DIVISION	TECHNOLOGY
SALARY SCHEDULE/GRADE:	II, GRADE 9
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	8315 SEE BELOW
BARGAINING UNIT:	CLAP

SCOPE OF RESPONSIBILITIES

Provides expertise and guidance in the design, implementation, maintenance, and configuration of critical technical infrastructure, including but not limited to data and voice systems. Employs design philosophies that seamlessly accommodate secure access to premise, remote, and cloud infrastructure to address the short-term and long-term capacity needs of switching, routing, transmission, and signaling. Leads the design, orchestration, and implementation of business continuity and disaster recovery systems and initiatives. Supervises and guides project teams and collaborates with internal and external stakeholders and other third-parties in executing technical infrastructure projects.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

- Performs network systems design and analysis to incorporate standards-compliant network security and resilience and designs alternative routing scenarios and changes in the prescribed network activity sequence
- Evaluates and reviews design frameworks and methodologies and approves design to achieve functional requirements and conformance to the infrastructure architecture
- Conducts feasibility studies on the IT infrastructure design options
- Leads teams to maintain and improve the technical infrastructure to facilitate growth and leverages analytics and operational intelligence data to achieve a high degree of availability
- Leads the efforts to evaluate, test, design, develop, and maintain innovative network and telephony solutions
- Guides and instructs the technical infrastructure teams and third-parties in the design, architecture, and commissioning of crucial IT infrastructure
- Engages with key stakeholders and provides knowledge, experience, and thought leadership in telephony, orchestration, networks, and the associated interoperability matters
- Liaises with other departments to understand their needs related to the technical infrastructure and their impact on infrastructure design and maintenance
- Designs and maintains all aspects of business continuity and disaster recovery initiatives related to the technical infrastructure
- Drives the business continuity and disaster recovery initiatives by working closely with key stakeholders and vendors and leads the associated orchestration efforts
- Models, appraises, and presents business continuity and disaster recovery options to the key stakeholders
- Advises and trains the business users and key stakeholders in the concepts and operational requirements to achieve recovery time and recovery point objectives
- Executes projects as assigned
- Utilizes effective time management, planning, and people skills to liaise with management, team members, vendors, and customers and coordinate activities related to the network and infrastructure tasks
- Ensures timely delivery of projects and provides status updates to stakeholders throughout the project lifecycle
- Completes all trainings and other compliance requirements as assigned by the designated deadline
- Performs other duties as assigned by supervisor

PHYSICAL DEMANDS

The work is primarily sedentary. The job requires the use of hands for simple grasping and fine manipulations. At times, the position requires bending, squatting, crawling, climbing, reaching, and lifting, carrying, pushing, or pulling lightweights.

MINIMUM QUALIFICATIONS

Bachelor's degree in a related field or six (6) years of demonstrable experience in the design of enterprise networks and implementation of business continuity and disaster recovery solutions

Broad hands-on knowledge in the planning and execution of business continuity solutions in an enterprise setting. Demonstrable experience analyzing and navigating complex enterprise network topologies and security frameworks

In-depth knowledge of all types of disasters, natural or otherwise, their effect on company technologies, and strategies to minimize adverse impact on the business

A current, relevant, and industry-recognized certification, or the ability to complete department- designated and department-paid certification(s) within twelve (12) months of hire

Excellent oral and written communication skills

DESIRABLE QUALIFICATIONS

Master's degree in computer science

Hands-on experience managing technical infrastructure teams in an enterprise setting

Experience working in a diverse workplace