 **Network Technician III Standard Job Description**

**Classification Title:** Network Technician III

**FLSA Exemption Status:** Non-Exempt

**Pay Grade:** 65

**Job Description Summary:**

The Network Technician III assists with the installation, construction, and maintenance of networks.

**Essential Duties and Tasks:**

**40% Network Installation and Maintenance**

* Installs unshielded twisted pair cable and fiber optic cables to required standards and tests and certifies the network to installation standards using low voltage and light-source cabling test equipment.
* Plans on-site network construction and cabling installation projects.
* Completes assignments utilizing circuit records, network commands, and diagnostic facilities.
* Assists in the maintenance of documentation of installation activities and network connections.
* Creates and updates network maps.

**20% Equipment Configuration and Inventory Management**

* Updates supply and equipment inventory and network databases.
* Configures and diagnoses installed LAN equipment.
* Maintains and replaces legacy LAN infrastructure.
* Checks for billing accuracy.

**10% Project Coordination and Quality Control**

* Completes and schedules light carpentry and mechanical duties.
* Performs coordination and scheduling of installation jobs.
* Conducts quality control inspections.

**10% Development of Network Solutions**

* Develops network architecture, protocols, and diagnostic tools.
* Develops and tests new installation techniques.
* Performs other related duties as assigned.

**20% Duty Title (for the department's use)**

* Remaining Percentage Can Be Determined by Department to Meet Business Needs or Can Be Incorporated into Percentages Above.

**Required Education and Experience:**

* Associate degree or equivalent technical school certification in electronics or telecommunications, or any equivalent combination of education and experience.
* Two years of experience in computer networking.

**Required Licenses and Certifications:**

* None

**Required Knowledge, Skills, and Abilities:**

* Ability to multitask and work cooperatively others.
* Knowledge of current building and construction codes and copper and fiber networking cabling standards.
* Exposure to various operating systems (Unix, Windows), network architecture, network protocols, office productivity software and understanding of building and construction codes.

**Machines and Equipment:**

* Computer: 30 hours
* Phone: 5 hours

**Physical Requirements:**

* None

**Other Requirements and Factors:**

* This role may require working outside of standard office hours, including evenings, weekends, and holidays, to support the demands of technology services and ensure the seamless operation of essential systems.

**Is this role ORP Eligible? If so, it needs to meet the criteria on the** [**Rules and Regulations of the Texas Higher Education Coordinating Board**](https://reportcenter.highered.texas.gov/reports/data/user-friendly-version-of-ch-25/)**.**

[ ]  **Yes**

[x]  **No**

**Does this classification have the ability to work from an alternative work location?**

[ ]  **Yes**

[x]  **No**