 **Network Technician IV Standard Job Description**

**Classification Title:** Network Technician IV

**FLSA Exemption Status:** Non-Exempt

**Pay Grade:** 66

**Job Description Summary:**

The Network Technician IV participates in the installation and construction of networks. Assists in routine network hardware maintenance and network troubleshooting.

**Essential Duties and Tasks:**

**40% Installation and Management of Network Infrastructure**

* Installs and leads installations of unshielded twisted pair cable and fiber optic cables to required standards and tests and certifies network to required installation standards using various low voltage and light-source cabling test equipment.
* Plans network construction and cabling installation projects.
* Maintains documentation of installation activities and network connections.
* Creates and updates network maps.
* Maintains and replaces legacy LAN infrastructure.

**20% Technical Operations and Troubleshooting**

* Configures and diagnoses installed LAN equipment.
* Performs routine field troubleshooting tests for data communication networks.
* Completes assignments utilizing circuit records and network commands.
* Checks for billing accuracy in charges and codes related to assignments.

**10% Carpentry and Mechanical Duties**

* Completes and schedules carpentry and mechanical duties.

**10% Project Coordination and Quality Control**

* Performs coordination and scheduling of installation jobs.
* Conducts pre and post project quality control inspections of installation projects.
* Participates in training and professional development sessions.

**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.
* Three years of experience in computer networking.

**Required Licenses and Certifications:**

* None

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

* Ability to multitask and work cooperatively others.
* Exposure to various operating systems (Unix, Windows), network architecture, network protocols, office productivity software and understanding of building and construction codes preferred.

**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**

**No**

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

**Yes**

**No**