 **Senior Network Technician I Standard Job Description**

**Classification Title:** Senior Network Technician I

**FLSA Exemption Status:** Non-Exempt

**Pay Grade:** 67

**Job Description Summary:**

The Senior Network Technician I provides technical oversight for the direction, completion, and quality control of installation projects. Assists with the planning, design, and support of network cable installation projects.

**Essential Duties and Tasks:**

**40% Technical Leadership and Installation Management**

* 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.
* Communicates between engineering and installation teams.
* Meets with contractors, vendors, and personnel about network installation specifications.
* Plans network construction and cabling installation projects.
* Maintains documentation of installation activities and network connections.

**20% Troubleshooting and Technical Support**

* Monitors and performs on-site and off-site troubleshooting, repair, and upgrade on telecommunications equipment.
* Assists in monitoring telecommunications work to ensure compliance with quality standards.
* Configures and diagnoses installed LAN equipment.
* Completes assignments utilizing circuit records and diagnostic facilities.

**10% Project Coordination and Quality Control**

* Performs coordination and scheduling of installation jobs.
* Conducts quality control inspections and verifies quality control verification of records.
* Completes follow-up contact with clients for post-job evaluation.

**10% Professional Development and Administration**

* Participates in training and professional development sessions.
* Provides project status reports.
* Develops and maintains good customer and vendor relations.

**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.
* Five years of network installation experience.

**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**

[x]  **No**

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

[ ]  **Yes**

[x]  **No**