

NETWORK COORDINATOR ASSISTANT

(Department of Public Works)

THE PURPOSE: The Network Assistant will provide assistance in the design, development, implementation, and maintenance of the WAN / LAN and components.

ESSENTIAL FUNCTIONS:

- ❖ Assist and support the management, configuration, operation and support of WAN / LAN that support DPW and other City Departments. Configure and install City of Milwaukee DWDM Sonet Core (12 sites). Hardware support for Maroni ESR6000, ASX200, ASX1000, ES3810, ES2180, Nortel Passport 8100 & 8600, Baystack 460 & 420 Optera 3500 and 3100. T – 1, ethernet, gigabit ethernet, ATM and DWDM. Support DNS, DHCP, SNMP, Sntp & VPN.
- ❖ Assist in the expansion of network applications to meet the data, voice and video needs of DPW and other City Departments. Furnish general customer assistance as required.
- ❖ Assist in the configuration, operation and support internet connection, hardware and software enhancements on behalf of DPW and other City Departments.
- ❖ Assist in the management, configuration, operation and support for server operating systems: AIX, UNIX, LINUX, NTAS. Netware: Client operating systems, NW 9 DOS, Win 95, Win 98, WinNT and 2000.
- ❖ Maintain network security for firewall and policies.
- ❖ Monitor and maintain Network security systems according to DPW standards. Respond
- ❖ to Network Alert System alarms, 24 hours a day, all week on a once a month rotating schedule.
- ❖ Assist with the documentation of existing DPW, WAN / LAN systems and facilities.

KNOWLEDGE, SKILLS AND ABILITIES:

- ❖ Ability to perform in a self-directed and well organized manner.
- ❖ Ability to analyze and solve complex problems with minimal direct supervision.
- ❖ Ability to effectively communicate and work with a variety of City of Milwaukee Departments, management, support staff, outside vendors and consultants.
- ❖ Good technical and analytical skills

REQUIREMENTS:

1. Bachelor's Degree in Management Information Systems, Computer Science, Engineering, Business or related field from an accredited college or university.
Note: Equivalent combinations of education and experience may also be considered.
2. Two years experience with multi-user LAN based systems.
3. One year experience and training in the design, implementation, support and trouble-shooting of WAN and LAN systems.
4. One year experience in Novell, DOS, and Windows / Win95 / WinNT / Win2000 client and network operating systems.
5. Residency in the city of Milwaukee within 6 months of appointment.

HIGHLY DESIRABLE:

Certified as a Network Engineer, Network Administrator or Certifications from Network Equipment Manufactures are desirable.

2006 SALARY RANGE (SG 002) IS: \$37,391 to \$52,340 annually.