City of Chesapeake	Class Title: Network Engineer III

Job Class Code: 1395	FLSA Status: Exempt
Pay Basis: Salary (Annual)	EEO Category: 2

GENERAL DESCRIPTION OF CLASS

The purpose of the class is to provide high level administration and complex support for the City's computer information network and to supervise subordinate staff as directed. The class is responsible for network planning, design, installation, maintenance, upgrade, user assistance and training, and administration. The class assists in the functional administrative activities of departmental business units as assigned. The class works within broad policy and performs related work as required. This class provides the lead network analysis, projects and cost analysis, and assessments, and assists with budget creation and implementation.

TYPICAL TASKS
• Supervises others including interviewing and selecting or recommending selection; training, assigning and evaluating work, counseling, disciplining, and terminating or recommending termination of staff.
• Coordinates the activities of a minimum of two project teams, assigns and monitors duties, schedules work and educational assignments to ensure adherence to established project deadlines.
• Develops capabilities of junior staff in the areas of research, technical problem solving and design of complex systems and performs formal and informal training as needed.
• Analyzes user requests for new or improved network capabilities; researches current network technologies; conducts feasibility and cost comparisons to recommend solutions to user problems or needs.
• Monitors trends and new developments in networks and assists in development of plans, policy and procedures for computer information network operations.
• Oversees or performs design, acquisition, and installation of new computer information network hardware and software; provides orientation and initial/follow up training for network users.
• Assists users with problems with network involving hardware or software difficulties; troubleshoots and repairs system hardware and software problems.
• Provides network administration and security; controls user access to systems; maintains subsystems, oversees interconnectivity with other systems such as Internet; develops RFP's and negotiates contracts for services.
• Maintains network documentation, technical information, network diagrams and schematics and assists others with interpretation.
• Oversees or performs routine administrative functions such as maintaining hardware and software inventories or other records, assisting with budgets, monitoring materials and expenditures, conducting studies, preparing reports, and other related tasks.
• Performs other related duties as assigned.

GENERAL STANDARDS	
Data Involvement	Coordinates or determines time, place or sequence of operations or activities based on analysis of data or information and may implement and report on operations and activities.
Interpersonal/People Involvement	Counsels or instructs others through explanation, demonstration, and supervised practice and makes recommendations based on technical expertise.
Reasoning Requirements	Performs coordinating work involving guidelines and rules but solves problems constantly.

Mathematical Requirements	Uses mathematics involving the practical application of fractions, percentages, ratios and proportions, algebraic solutions of equations and inequalities, descriptive and inferential statistics, and mathematical classifications or schemes.
Language Requirements	Reads journals, manuals, and professional publications; speaks informally to groups of coworkers, staff in other organizational agencies, the general public, and people in other organizations; composes original reports, training and other written materials using proper language, punctuation, grammar, and style; presents training programs.
Mental Requirements	Performs advanced professional level work in the analysis or interpretation of methods of a scientific, engineering, or legal nature and formulates recommendations on the basis of such analysis; applies creativity and resourcefulness in the analysis and solution of complex problems; requires sustained, intense concentration for accurate results or continuous exposure to unusual pressure.
Decisions/Supervisory Control	Guides others, making frequent decisions, affecting the individual, clients, coworkers, and others that depend on the service or product.

EDUCATION, EXPERIENCE AND SPECIAL REQUIREMENTS	
Vocational/Educational Requirement	Requires any combination of education and experience equivalent to a bachelor's degree in computer science, information systems, or a closely related field.
Experience	In addition to satisfying the vocational/education standards, this class requires a minimum of six years of related, full-time equivalent experience.
Special Certifications and Licenses	Requires a valid driver's license and a driving record in compliance with the City's Driving Standards.
Special Requirements	Employees may be expected to work hours in excess of their normally scheduled hours in response to short-term department needs and/or City-wide emergencies. Emergency operations support work and work locations may be outside of normal job duties.

ADA REQUIREMENTS
The City of Chesapeake is an Equal Opportunity Employer. ADA requires the City to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

This is a class specification and not an individualized position description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but it is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.

Revised 07/24/2020