

## **NETWORK SPECIALIST IV**

### **CLASS SUMMARY**

Responsible for planning, analysis, design, development, testing, implementation and maintenance of network systems. May also act as a coordinator for network systems projects.

### **REPRESENTATIVE DUTIES**

Project Coordination: identify scope of work; develop detailed task list and interdependencies; estimate time requirements; identify critical milestones; identify and assess risks; prepare contingency actions; coordinate project activities with project team.

Planning: assess current network infrastructure, processes, and information systems; develop network systems model.

Analysis: gather data to identify information systems requirements; interpret and evaluate requirements; define scope of work to meet information systems requirements; identify time, technology, and resource constraints; develop high level systems and functional specifications; prepare cost/benefit analysis (feasibility study), alternative options with pros & cons, and risk analysis; develop test strategy.

Design: develop detailed design specification including network diagrams and information process models; identify maintenance requirements; perform feasibility studies for alternative designs; identify physical requirements for systems implementation; prepare and conduct design review; identify impact on existing systems; perform usability testing and performance factors analysis; develop test plan; define security requirements; develop network design prototype.

Development: create new and/or modify existing network interfaces, configurations, and databases and environments.

Testing: perform unit, integration, system, volume, and performance testing; perform system conversion and acceptance testing.

Implementation: install production system, tune production system, perform user training, and perform post-implementation assessment.

Maintenance: plan, analyze, design, develop, test, and implement network enhancements.

### **ORGANIZATIONAL RELATIONSHIPS**

Network Specialists report to designated manager of the Information Technology Services department.

## NETWORK SPECIALIST IV cont'd

### DESIRABLE QUALIFICATIONS GUIDE

Training: Bachelor's degree in Information Technology, Computer Science or related field **and** six years experience in a communications environment. Experience may be substituted for the education on a year-for-year basis.

Experience: New systems implementation and existing systems maintenance in a transaction-processing environment.

Knowledge: *Problem Definition:* problem identification techniques; information summarization and generalization techniques; detailed anomaly documentation; inquiry framing and clarification; relevancy and accuracy assessment information assessment. *Problem Analysis:* symptom v. cause categorization; hypothesis formulation and testing; system-wide impact analysis; creative problem solving; situational Network of principles. *Solutions Testing:* solution feasibility and relevance assessment; test procedure organization; data synthesis; solution integration. *Resolution Planning:* complex process organization and management; solution selection facilitation; data collection and analysis for decision making; contingency planning. *Solution Implementation:* change management processing; obstacle mitigation techniques; new process organization; outcome forecasting; technical documentation.

Ability: *Basic:* probe, qualify, analyzes, interpret, and summarize information; compose and edit documents for appropriate purpose and audience; convert numerical data and predicts arithmetic results; summarize, interpret, and translate mathematical data; interpret, clarify, and influence communication; present complex ideas and information; actively participate in discussion. *Thinking:* develop and apply creative solutions to new situations; analyze situation and consider risks, implications, and multiple viewpoints; examine information, analyze causes, and recommend action; analyze relationship between parts and whole, and process and procedures; investigate and apply new learning techniques and tools; analyze logic and principles, and examine information for relevance and accuracy. *Personal:* monitor self-performance standards and follow through on assigned tasks; accept responsibility for individual behavior and understand impact on others; modify behavior to environment and demonstrate empathy toward others; set and adjust goals, and demonstrate commitment to self-improvement; analyze personal and team implications of actions and follow ethical course of action. *Technical:* analyze, integrate, and compare data; analyze organization of information and convert formats; analyze system configuration, and identify strengths and limitations; adjust and monitor system operation, and troubleshoot system malfunction and failures; recommend system modifications and improvements; analyze task and technology relationship and recommend solutions.

Physical Requirements: Ability to use a computer workstation throughout the workday.