LANSING BWL — Hometown People. Hometown Power.	**NON-BARGAINING UNIT JOB POSTING**	**POST: External**

DIVISION: **Finance and Administration**	DEPARTMENT: **Information Technology**	
# OF OPENINGS: **1**	JOB TITLE: **N e t w o r k A d m i n i s t r a t o r 2**	MARKET RATE: **IT Grade 8 ($71,600-$107,400)**

GENERAL SUMMARY OF DUTIES:	The role is responsible for planning, developing, installing, configuring, maintaining, supporting, and optimizing all local and wide area network connections, network devices, associated software, and communication links. This person will also troubleshoot network performance issues, as well as analyze network traffic and provide capacity planning solutions.
ESSENTIAL FUNCTIONS:	Preparation of deliverables including High Level Design (HLD), Detailed Design Document (DDD), Network Implementation Plan (NIP), and Network Ready for Use (NRFU) documents; install and configure network devices like Cisco Nexus Series switches, i.e. 9k/7k/6k/5k/3k/2k; troubleshoot network issues; coordinate and work with other data center teams such as Server, Storage, and Backup Operations; assist in coordination of testing changes, upgrades and new products, ensuring systems will operate correctly in current and future environment; make recommendations on functional and technical improvements to the environment; participate in performance and volume analysis and design; participate in performance improvement activities; identify and apply potential improvements related to the environment for an application; provide accurate and complete answers to general use and environment questions in a timely manner; provide effective on-site environment support as needed; accurately set severity of identified defects; provide input to training and/or documentation materials regarding latest technical and functional design change; ensure that all work is documented for future reference; follow quality standards; ensure effective and reliable backups are being performed and distributed properly; proactively address customer needs; track and anticipate volume and type of use of the environment; plan and implement shared software, such as operating systems, configuration management tools, application and development tools, testing tools, compilers, and code editors; basic scripting and programming skills, including languages that run on specified platform; communicate accurate and useful status updates; plan and manage network operating system upgrades; actively participate in analyzing and evaluating emerging software and hardware technologies/standards; serve as a liaison between teams for network planning and connectivity; develop appropriate functional and usability standards for the environments; plan or assist in planning network environment, including supporting existing structure and enhancements; plan and coordinate testing changes, upgrades and new and standard products, ensuring systems will operate correctly in current and future environment; anticipate, identify, track and resolve issues and risks affecting own work and work of the Application or Environment team; develop contingency plans as necessary; analyze the functional and/or technical impact of new product releases; advanced scripting and programming skills, including languages that run on specified platform; anticipate and resolve issues specific to the team; determine time estimates and schedule for own work and resolve issues in a timely manner; Identify and track issues, risks and action items. Complete other tasks as assigned.
JOB SPECIFICATIONS: KNOWLEDGE SKILLS ABILITIES	**Required:** Minimum of 3 years of relevant experience performing the essential functions listed above; 10+ years of experience with enterprise-class network/ telecommunication technology solutions; Bachelor's degree or equivalent in Computer Science/ Telecommunications/IT or related field; ability to work in a team environment; strong written and oral communication skills. The successful candidate will Specialize in implementation and optimization of Enterprise Networks, and Next Generation Data Centers, and have experience in MPLS?VPN and routing protocols like OSPF/BGP; TCP/UDP IPV4, IP addressing techniques (NAT/PAT), virtual LANs, L2 Switching, DHCP, DNS,FTP,TFTP; Unified Communications Systems (UCS); day-to-day operations, implementation and troubleshooting of Cisco, routing and switching environments. Candidate must have strong expertise in deployment and configuration of network devices in data such as Cisco Nexus Series switches, i.e. 9k/7k/6k/5k/3k/2k and strong experience in configuring Layer 2/3 networking features such as VLAN, VTP, ISL, 8.02.10. STP, RSTP, vPC, Port Channel, Port Security and L2PT. **Preferred:** Certifications such as CCNP R&S, CCNP DC, CCDP are considered a strong asset; equivalent work experience may be considered a substitution. Previous experience in the Utility industry considered an asset.
	Ability to retrieve data from computerized, typed and written sources. Ability to effectively communicate orally or in writing project recommendations with internal teams and external agencies. Occasional walking, climbing over various terrains to inspect construction sites, facilities, etc. Moderate stooping, crouching and kneeling. The successful candidate must have reliable transportation to off-site meetings.
WORKING CONDITIONS:	Normal office environment with periodic field exposure including possible exposure to dirt/dust, high noise, coal, fly ash, and asbestos.
TO APPLY:	Email resume and cover letter to bwljobs@lbwl.com with *Network Admin 2* in the subject line, or mail to Human Resources, *Attn: Network Admin 2*, 1201 Washington Ave, Lansing, MI 48910. **Position is open until filled.**
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