

**JOB INFORMATION**

|                       |                               |
|-----------------------|-------------------------------|
| Job Code              | MA06                          |
| Job Description Title | Coord, Network Infrastructure |
| Pay Grade             | IT06                          |
| Range Minimum         | \$57,160                      |
| 33rd %                | \$70,500                      |
| Range Midpoint        | \$77,170                      |
| 67th %                | \$83,840                      |
| Range Maximum         | \$97,180                      |
| Exemption Status      | Exempt                        |
| Approved Date:        | 9/24/2024 4:22:21 PM          |

**JOB FAMILY AND FUNCTION**

|               |                                  |
|---------------|----------------------------------|
| Job Family:   | Information Technology           |
| Job Function: | Network Operations & Maintenance |

**JOB SUMMARY**

Broadly support network, infrastructure, telecom and audiovisual needs across main campus as well as other locations throughout the state with particular emphasis on OIT data center facility operations and projects.

**RESPONSIBILITIES**

- Monitors performance of facility systems (HVAC, power/UPS/generators, fire detection & suppression, air quality, physical security, etc.) at all OIT data centers to ensure those systems are functioning properly and meeting needs. Familiarizes with each system's function and setup in order to recognize any irregularities, taking appropriate action to mitigate issues and solicit support from the Facilities department and/or contractors.
- Coordinates facilities related projects for OIT data centers, including all scheduled facilities maintenance, repairs, upgrades, etc. Acts as OIT's primary contact with the Facilities department and outside contractors related to these systems and services. Includes projects related to the university cellular tower (structural or lighting work, new shelters, landscape & fencing, etc.).
- Supports telecom project managers on new construction projects as needed. Duties include onsite monitoring of the installation of telecom infrastructure, assist with inspections (in-wall, overhead, telecom room, ISP, OSP, etc.), attend meetings, etc. Includes support as needed for remote AU locations across the State of Alabama (Huntsville, Birmingham, Gulf Shores, etc.).
- Supports telecom, network, AV, and infrastructure teams with other miscellaneous projects (e.g. UPS replacements for network switch stacks across campus).
- Supports telecom, network, AV, and infrastructure teams with equipment inventory management (new deliveries, warehouse stock, surplus).

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

**SUPERVISORY RESPONSIBILITIES****MINIMUM QUALIFICATIONS**

**To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only be utilized when the candidate does not meet the minimum requirements.**

## MINIMUM EDUCATION & EXPERIENCE

| Education Level            | Focus of Education                                                                                                                         |     | Years of Experience | Focus of Experience                                                                                                                                                                                     |    |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-----|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| High School Diploma or GED | High School Diploma required. Advanced Degree in Computer Engineering, Computer Science, Information Systems, or related field is desired. | and | 8 years of          | Experience working with computer hardware or critical facility systems, such as HVAC, power/UPS, generators, fire detection and suppression, air quality control, physical security, or similar systems | Or |
| Associate's Degree         | Degree in Computer Engineering, Computer Science, Information Systems, or related field is desired.                                        | and | 4 years of          | Experience working with computer hardware or critical facility systems, such as HVAC, power/UPS, generators, fire detection and suppression, air quality control, physical security, or similar systems | Or |
| Bachelor's Degree          | Degree in Computer Engineering, Computer Science, Information Systems, or related field is desired.                                        | and | 2 years of          | Experience working with computer hardware or critical facility systems, such as HVAC, power/UPS, generators, fire detection and suppression, air quality control, physical security, or similar systems |    |

## MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Possesses and applies comprehensive IT knowledge and project management methods to the completion of complex assignments.

## MINIMUM LICENSES & CERTIFICATIONS

| Licenses/Certifications | Licenses/Certification Details | Time Frame | Required/Desired |  |
|-------------------------|--------------------------------|------------|------------------|--|
| None Required.          |                                |            |                  |  |

## PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category: Other

## PHYSICAL DEMANDS

| Physical Demand               | Never | Rarely | Occasionally | Frequently | Constantly | Weight       |
|-------------------------------|-------|--------|--------------|------------|------------|--------------|
| Standing                      |       |        |              | X          |            |              |
| Walking                       |       |        |              | X          |            |              |
| Sitting                       |       |        | X            |            |            |              |
| Lifting                       |       |        | X            |            |            | Up to 50 Ibs |
| Climbing                      |       |        | X            |            |            |              |
| Stooping/ Kneeling/ Crouching |       |        | X            |            |            |              |
| Reaching                      |       |        | X            |            |            |              |
| Talking                       |       |        |              | X          |            |              |
| Hearing                       |       |        |              | X          |            |              |
| Repetitive Motions            |       |        |              | X          |            |              |
| Eye/Hand/Foot Coordination    |       |        |              | X          |            |              |

WORKING ENVIRONMENT

| Working Condition      | Never | Rarely | Occasionally | Frequently | Constantly |
|------------------------|-------|--------|--------------|------------|------------|
| Extreme cold           |       | X      |              |            |            |
| Extreme heat           |       |        | X            |            |            |
| Humidity               |       |        | X            |            |            |
| Wet                    |       |        | X            |            |            |
| Noise                  |       |        | X            |            |            |
| Hazards                |       | X      |              |            |            |
| Temperature Change     |       | X      |              |            |            |
| Atmospheric Conditions | X     |        |              |            |            |
| Vibration              |       | X      |              |            |            |

**Vision Requirements:**  
Ability to see information in print and/or electronically.

**Travel Requirements:**  
In-State

**Additional Special Requirements:**  
Rotational weekend & evening on-call required.