AUBURN
Human Resources

Coord, Network Infrastructure

Job Description

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. Familarizes 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 to 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.