



NETWORK TECHNICIAN 2

Rev. July 2025

Job No.: 4401

Reports to: Manager, Infrastructure

Dept./Campus: Information Technology

FLSA Status: Non-exempt

Pay Grade: 404

Term: 232 Days

PRIMARY PURPOSE

To support Network Engineers in maintaining Leander ISD's data and telecom networks, including local area networks (LANs), structured cabling in campus MDF and IDF closets and wireless environments.

MAJOR RESPONSIBILITIES AND DUTIES

- Assist with maintaining structured cabling, switches, routers, wireless controllers and wireless access points.
- Stay abreast of how technology infrastructures are currently impacting and driving the K-12 EDU space.
- Assist Network Engineers to perform network troubleshooting to isolate and diagnose common network and wireless problems.
- Provide support for Cisco Call manager, voicemail and Cloud fax server solutions.
- Perform router and switch configuration.
- Assist in upgrading network hardware and software components as required.
- Provide support for Cisco based switched network and telecom VoIP environment.
- Responsible for user-focused technical support and training.
- Assist third party vendors with network, VoIP installations and maintenance.
- Actively keep an inventory of telecommunications equipment.
- Actively keep CER(e911) system updated.
- Maintain Cisco Attendant Console.
- Maintain and repair Uninterruptible Power Supplies in campus MDF and IDF closets
- Demonstrate regular and prompt attendance to ensure a consistent focus on student learning.
- Perform other duties as assigned.

SUPERVISORY RESPONSIBILITIES

- None.

GENERAL QUALIFICATION GUIDELINES

Education/Certification/Experience:

- Associate's degree in computer science or related field (relevant experience may substitute for degree).
- Cisco CCENT/CCT or CompTia Network+ certification preferred.
- Experience working on Cisco switch and wireless preferred.
- Experience working on UPS, VpIP telecom and structured cabling.

Knowledge/Skills/Abilities:

- Knowledge of everything from simple networking to basic wireless troubleshooting and repair.
- Skill in communicating effectively with coworkers, vendors and all District network users.
- Ability to troubleshoot problems and not give up until issues are resolved.

Mental/Physical/Environmental Demands

The essential functions, pursuant to the Americans with Disabilities Act, may include the characteristic duties, responsibilities, knowledge, skills, and abilities noted herein; however, this is not a comprehensive listing of all functions and tasks performed by positions found in this job description.

- Ability to understand, remember and apply oral and/or written instructions of other information.
- Ability to organize and prioritize own work schedule on short-term basis.
- Ability to communicate with individuals utilizing a telephone, computer or other electronic device.
- Ability to compose material such as detailed reports, work-related manuals, publications of limited scope or impact and to make presentations outside of the immediate work area.
- Ability to compute, analyze and interpret numerical data for reporting purposes.
- Needs to occasionally move about inside the office to access file cabinets, office machinery, etc.
- Must move about within building/facilities to perform cabling work.
- Frequently ascends/descends a ladder.
- Occasionally works within ceiling with cabling.
- Constantly positions self to be able to reach items on ground or above head.
- Frequently moves items weighing up to 50 pounds and occasionally lifts items weighing more than 50 pounds.
- May be exposed to high or low outside temperatures.
- Noise level in the work environment is usually moderate but will occasionally work in a loud area.
- May work in hot, dry, and dusty conditions as well as possibly cold, wet, and damp areas.
- Regularly works indoors; will occasionally work outdoors.
- Will work near or with moving mechanical equipment.
- Occasionally work with or around maintenance chemicals.
- May work prolonged or irregular hours.
- Maintain composure and professionalism at all times.