NETWORK ENGINEER PAY BAND 10 (MIS/IT 7) (new)

Applications are invited from suitably qualified persons for the post of **Network Engineer Pay Band 10 (MIS/IT 7) (new)** at the Houses of Parliament**.** The salary range is from $6,333,301-$8,517,586 per annum.

SCOPE OF DUTIES

Reporting to the Director, Information Communication Technology, the Network Engineer is responsible for designing, developing, implementing, maintaining and supporting scalable and highly available network architectures/communication networks that support the operations of the Houses of Parliament and all umbrella offices that fall under the organisation.

The incumbent monitors and maintains network performance as well as configures switches and network appliances for optimal performance and troubleshooting network problems. The incumbent will also be responsible for maintaining all Voice Over IP (VOIP) infrastructure, identifying and defining network-related requirements to ensure consistency in the reliability, performance and quality of network systems.

MAIN DUTIES AND RESPONSIBILITIES

Technical/Professional Responsibilities
Administrative

- Contributes to the development and implementation of strategies to ensure the efficient and effective delivery of service by the Network Services.
- Collaborates with the Director, ICT in the development of the unit's operational and work plans.
- Liaises with the internal and external customers on matters relating to the job.
- Reviews and provides expert advice on technical documents developed by the ICT Branch.

Technical

- Configures and installs network devices (e.g., routers, switches, firewalls, load balancers).
- Monitors and captures relevant network statistics using available tools.
- Assesses system requirements and designs LAN/WAN infrastructure.
- Advises the Director, ICT on the technical specification, security and communication protocols of network devices to be connected to the LAN/WAN.
- Designs, develops and implements safe, effective and reliable communication networks.
- Ensures network connectivity of all servers, workstations, telephony equipment, and other network equipment.
- Ensures bandwidth availability for application systems.
- Advises on security tools, policies, and procedures in conjunction with the Marshal to the Houses and the Security Committee of the Houses of Parliament.
- Ensures that security levels of the systems are adhered to based on security policy and guidelines.

- Performs network maintenance and system upgrades including service packs, patches, hot fixes and security configurations.
- Monitors network performance and troubleshoots problem areas as needed.
- Provides support and troubleshoots to resolve issues.
- Liaises with contractors for the proper installation and servicing of communication networks.
- Monitors and manages the implementation activities of vendors/suppliers.
- Conducts research on technology trends and submits reports and recommendations on significant findings for follow-up evaluation.
- Monitors and captures relevant network statistics and resource utilisation using available tools.
- Monitors network utilisation trends.
- Prepares capacity plans based on network trends.
- Builds and maintains relationships with all internal units.
- Works together with other units and divisions within the Houses of Parliament and all its umbrella offices that fall under the organisation to identify any process improvements and improve standards, efficiency and effectiveness.
- Ensures awareness, approval and success of changes made to the network infrastructure, to include documentation and training.
- Prepares periodic reports as required.
- Develops prototype of solutions for assessment.

Any Other Duties
- Any other related duty that may be assigned from time to time.

SPECIFIC KNOWLEDGE & SKILLS
- Good Oral and Written Communication Skills
- Good Problem Solving and Analytical Skills
- Good Customer Focus Skills
- Results Focus
- Integrity
- Good knowledge of Information Technology Principles
- Good knowledge of Legislations, Policies and Procedures

MINIMUM REQUIRED EDUCATION AND EXPERIENCE

- Bachelor of Science degree in Computer Science OR equivalent from a recognized tertiary institution.
- Training in Network and Systems Management.
- At least 4 years' experience in Network Engineering or a related technical IT position.

OR
- Diploma in Cisco Certified Networking Devices or equivalent certification in Network design and troubleshooting.
- Training in Network and Systems Management.
- At least 10 years' experience in Network Engineering or a related technical IT position.

Application accompanied by resume should be submitted **no later than Friday, November 8, 2024** to:

Clerk to the Houses
Houses of Parliament
Gordon House
81 Duke Street
Kingston
Email: clerk@japarliament.gov.jm

Please note that only short listed applicants will be contacted.