



Position Information

Employee Name:

Position Title:

Network Architect

Program:

Information Technology

Work Unit:

Network Infrastructure Services

Classification:

Information Technology Specialist II

Report To:

Information Technology Manager I

Collective Bargaining Identifier (CBID):

R01

Fair Labor Standards Act (FLSA) Status:

Not Covered, Exempt. Work Week Group E

Information Technology Domain(s):

System Engineering

Special Requirements

Conflict of Interest Designation: Not applicable.

Program Information:

We keep the tech backbone of the State Fund business strong, secure, and running smoothly—so our teams can focus on protecting what matters most to our customers. Whether it's behind-the-scenes systems or front-line support, we're here to make sure everything works. Reliable infrastructure, responsive service, and a mindset of continuous improvement—ensuring that every system, service, and user experience reflects our dedication to excellence, reliability, and trust.

Purpose/Scope:

Under general direction of the of the Information Technology Manager I, the Information Technology Specialist II (Network Architect) will act as a primary technical principal and is responsible for delivery of network solutions at an enterprise level. The Network Architect will provide expertise with network infrastructure technologies such as AWS Cloud, Azure Cloud, LAN, WAN, Wireless, Security, VoIP, and Data Center.

Essential and Marginal Functions:

In all aspects of performing the following functions the incumbent will:

- Comply with the Code of Conduct
- Maintain regular and predictable attendance and communication availability during working hours
- Establish and maintain effective working relationships and provide quality customer service in a timely manner.
- Follow State Fund's Equal Employment Opportunity principles

- Maintain a safe work environment
- Defend State Fund against fraudulent activities
- Maintain good customer relationships with internal and external business partners and stakeholders
- Properly maintain assigned equipment

This duty statement outlines the primary responsibilities and expected outcomes of the position. It is not intended to provide an exhaustive list of all job duties. Employees may be required to perform additional tasks as assigned, including work in other functional areas.

Description of Duties

35% Essential

1. Provide necessary support to State Fund's Network Infrastructure and supported systems.

- Oversee planning, design, implementation, and operation of network infrastructure projects and participate in the specification of business requirements and implementation plans for technically advanced internetworking solutions.
- Manage implementation of network infrastructure projects, from both technical and communication aspects.
- Review network design for network security and other risks during course of projects. Serve as a liaison to vendors and/or third-party providers as assigned.
- Provide on-site and remote technical assistance to other resources and to customers.
- Provide technical guidance, knowledge transfer, and mentorship to State Fund internal engineering peers as required and lead technical staff responsibilities.
- Maximize network performance by monitoring performance; troubleshoot network problems and outages; schedule upgrades; collaborate with other team on network optimization.
- Accomplish information systems and organization mission by completing related results as needed.
- Participate in capacity planning and demand forecasting, software performance analysis and network tuning.
- Collaborate with cross-functional teams to ensure timely delivery of solutions which drive successful business outcomes.

35% Essential

2. Design, secure, and deliver solutions for State Fund's Network Infrastructure and supported systems.

- Build and document new Infrastructure environments following industry best practices and internal security policies and standards.
- Provide infrastructure design, implementation planning, deployment support, software strategy, system troubleshooting, performance engineering and optimization, maintenance strategy.
- Establish networking environment by designing system configuration; directing system installation; defining, documenting, and enforcing system standards.
- Secure network and server systems by establishing and enforcing policies; define and monitor access.
- Report network operational status by gathering and prioritizing information.

30% Essential

3. Provide mentorship and training to State Fund employees.

- Provide leadership and mentorship to other team members.
- Provide advice and consultation to management and participate in decisions.
- Develop training and mentoring plan to include specific skill sets, tasks, and training methodologies.
- Report any issues that may impede the progress of training and mentoring.
- Execute the training and mentoring plan(s)
- Provide input to refine and further develop training and mentoring plans as training progresses.

Required Knowledge Areas:

- Advanced knowledge of Palo Alto Network Firewall, CloudFlare and, Prisma Cloud and Cisco ASA.
- Advanced knowledge of F5 Load Balancers LTM, GTM, WAF, and AWS ELB.
- Advanced OSI layer 2 knowledge and practical experience, including various flavors of STP, ARP, QOS, etc.
- Proficient knowledge of OSI layer 3 networks and protocols, including broadcast, multicast, anycast concepts, routing, etc.
- Advanced knowledge of various routing protocols (BGP, OSPF, EIGRP) and multi-homing Internet circuit configuration
- Proficient knowledge of network security methodologies as a whole, including but not limited to: ACLs, Stateful firewalls, VPNs (tunneling, IPsec, SSL, etc.)
- Proficient knowledge of common network admin and monitoring tools such as Rancid, OpenNMS, Nagios, OpManager, Wireshark, Nmap, Nessus, Netflow, Sflow etc.
- Advanced knowledge of Cisco IOS, NX-OS, both Cisco Nexus 1K, 2K, 5K 7K, 9K and non-Nexus series switches, Cisco routers and other Cisco networking gear.
- Working knowledge of data center related technology and collocation environment.
- Advanced knowledge of MPLS network.
- Working knowledge of Nexus 9K and VPC
- Advanced knowledge of Forcepoint configuration
- Advanced knowledge and experience with Routing Protocols (BGP, RIP, OSPF, etc.)
- Working knowledge of Palo Alto Global Protect VPN
- Advanced knowledge and hands-on experience on Cisco Network Devices automation
- Working knowledge of Ansible or Python scripting for Network automation
- Advanced domain expertise in networking, network security and public/private clouds
- Working knowledge deploying and maintaining wireless networks
- Advanced knowledge of AWS services i.e. EC2, ELB, RDS, S3, Route53, VPC, Cloud formation, SSM and Transit gateway
- Working knowledge of deploying and maintaining Microsoft Team PBX VOIP deployments (network side, not telecom), SIP Trunking and Five 9 Content Center
- Working knowledge of deploying and maintaining wireless networks
- Working knowledge of managing network service and similar support providers in a client/vendor relationship

Required Skills and Abilities:

- Skill in administrative scripting (Perl, UNIX shell scripting)
- Skill in project management
- Ability to think and operate as a team player
- Skill to communicate professionally and effectively, verbally and in writing.
- Ability to operate as independently or as part of collaborative effort
- Ability to demonstrate strong project leadership and ability to develop strong working relationships with customer technical personnel

- Skill in troubleshooting and ability to apply them during business impacting incidents.
- Ability to mentor others and lead by example.

Work Environment:

Physical Requirements:

- Computer data entry, frequent positioning of self to move and transport light objects, and telephone work; mobility to various working areas.

Travel:

- Travel to various work sites and locations for training and/or meetings.

Emergency call backs:

- Emergency call backs may be needed.

Work Hours:

- Work hours may vary.
- Will occasionally involve work in the evenings.
- On call availability may be needed, including 24/7 coverage as needed.
- Work after hours and weekends (as needed) in order to deploy product releases in predefined, maintenance windows.

Supervisor's Statement: I have discussed the duties of the position with the employee

Supervisor Name (Print):

Supervisor Signature:

Date:

Employee's Statement: I have discussed with my supervisor the duties of the position and have received a copy

Employee Name (Print):

Employee Signature:

Date: