

**CITY OF SOUTHFIELD**  
**JOB OPPORTUNITY ANNOUNCEMENT**

*The City of Southfield is currently seeking qualified candidates for the following full-time career position:*

**JOB CLASSIFICATION**

Network Engineer – Technology Services

**STARTING SALARY**

ACS Grade N: \$65,566 - \$80,701

Excellent benefits, including medical, dental, vision, life insurance; retirement; holidays, vacation, and more

**REPRESENTATIVE JOB DUTIES:**

- Maintain network and infrastructure solutions that are centered on Windows 2016/Active Directory, Storage Area Networks (SANs), VMware and Cisco converged network including network security.
- Ability to research, implement and maintain the following technologies and communicate effectively:
  - Cisco Unified Communications Servers (VoIP and Voicemail systems)
  - Cisco switches and routers
  - Voice gateways
  - vSAN
  - SIP voice and data circuits
  - VMware vSphere
  - Office 365 architecture
  - Checkpoint Firewall systems
  - Data Domain backup
- Manage all aspects of the network infrastructure including VLAN design, routing, DHCP scopes, network addressing, SNMP, QOS, VPN and cabling requirements.
- Understanding of telecommunication technologies (voice circuits, SRST, wiring standards, Fax servers) and ability to work with vendors and various departments.
- Thorough understanding of basic and advanced network routing protocols.
- Actual experience working with Cisco command line operating systems (routers and switches).
- Network communication and other protocols and the OSI model. Protocols include but not limited to TCP/IP, DHCP, DNS, SIP, HTTP, HTTPS, SSL, FTP, RTP, SNMP, STP, SMTP, POP, IMAP, etc.
- Ability to configure and understand VLANs, subnetting and appropriate addressing procedures.
- Must professionally interact with existing technology staff and offer technical expertise when needed.
- Performs other related duties as assigned.

**ADDITIONAL COMPENSATION:** Standby Pay can be earned for up to 50 weeks of the year. This compensation pays 1 hour of straight time per day for being on-call after hours, holidays and weekends. Overtime pay is also available.

**JOB REQUIREMENTS – AS DETERMINED BY THE CITY OF SOUTHFIELD:**

- 2+ years administering a Firewall, VmWare, and SANs; VmWare Certification Pro VCP desired.
- 3+ years administering a Cisco VoIP environment in a production environment.
- 3+ years administering Active Directory, Group Policy, Office 365.
- 3+ years designing network and security solutions.
- Bachelor’s Degree in Computer Science (or equivalent work experience in a related field) plus 1 of the following certifications:
  - VmWare Certification Pro VCP
  - Microsoft MCSE
  - Cisco Certified Network Associate (CCNA)
- Applicants MUST pass a level 3 comprehensive background clearance performed by the Southfield Police Department; After hours work is required.

The selection process will include a review of the applicant's experience for posted requirements, driving record and criminal history check and an oral board interview. Each step of the process must be passed before the applicant will be moved to the next step. Applicants will be invited to further participate in the selection process based on the nature and extent of their related experience, training, and/or certification, as determined by the City of Southfield.

**APPLY AT:** City of Southfield Human Resources Department, 26000 Evergreen, Southfield, MI 48076

Applications may be downloaded from the City’s website at [www.cityofsouthfield.com](http://www.cityofsouthfield.com)

**This is a “continuous” recruitment. Applications will be accepted until there are sufficient applicants to meet the City’s recruitment needs. As such, interested persons should make application promptly.**

This announcement is only a summary of the position, its duties, job requirements and compensation. Further information is available from the Human Resources Department. The City of Southfield does not discriminate in its employment or any other programs or activities on the basis, of sex, race, color, age, height, weight, marital status, national origin, religion, arrest record, physical or mental disability, family status, sexual orientation, gender identity or any other protected category. We provide reasonable accommodation for qualified individuals with a disability if requested.

AN EQUAL OPPORTUNITY EMPLOYER M/F/V/H, DRUG FREE WORKPLACE

JS June 11, 2020



Individuals with special needs who may require assistance with the application process should contact the Human Resources Department at (248) 796-4700 (voice) email at [hrrsupport@cityofsouthfield.com](mailto:hrrsupport@cityofsouthfield.com) if auxiliary aids or services are needed. Reasonable advance notice is required.

**Network Services Administrator  
SUPPLEMENTAL QUESTIONNAIRE**  
**Please complete and submit with your application packet**

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**NAME:** \_\_\_\_\_

**The following lists has been taken from the Job Opportunity Posting. Please circle the certifications that apply to you.**

- Must Have: Cisco CCNP Certification
- Bachelor's Degree in Computer Science (or equivalent work experience) in a related field plus 1 of the following certifications
  - Microsoft MCSE
  - Cisco Certified Network Associate CCNA
  - VmWare Certification Advanced Pro VACP
  - VmWare Certification Pro VCP desired

Other: \_\_\_\_\_

**Please check the ones that apply to your experience and background:**

- 2+ years administering a Firewall, VmWare, and SANs; VmWare Certification Pro VCP desired.
- 3+ years administering a Cisco VoIP environment in a production environment
- 3+ years administering Active Directory, Group Policy, Office 365,
- 3+ years designing network and security solutions.

**Thorough understanding of communication methodology including:**

- Manage all aspects of the network infrastructure including VLAN design, routing, DHCP scopes, network addressing, SNMP, QOS, VPN and cabling requirements.
- Understanding of telecommunication technologies (voice circuits, SRST, wiring standards, Fax servers) and ability to work with vendors and various departments.
- Thorough understanding of basic and advanced network routing protocols.
- Actual experience working with Cisco command line operating systems (routers and switches)
- Network communication and other protocols and the OSI model. Protocols include but not limited to TCP/IP, DHCP, DNS, SIP, HTTP, HTTPS, SSL, FTP, RTP, SNMP, STP, SMTP, POP, IMAP, etc.
- Ability to configure and understand VLANs, subnetting and appropriate addressing procedures.

- \_\_\_\_\_ Hands-on experience in the installation of servers, network operating systems and software upgrades.
- \_\_\_\_\_ Operational proficiency with Cisco enterprise class switches, routers and software.
- \_\_\_\_\_ SNMP and other system management and performance monitoring applications with a focus on Cisco Works.
- \_\_\_\_\_ Network communication protocols and the OSI stack in Local, Wide Area and VoIP networking environments.
- \_\_\_\_\_ VLAN's, QoS and their appropriate usage, configuration and monitoring.
- \_\_\_\_\_ Messaging system interactions and protocols including SMTP, IMAP and POP3.

Other: \_\_\_\_\_

Any other comments that will help us with evaluating your experience:

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