STATE OF IDAHO
invites applications for the position of:

IT Specialist (Network)

SALARY:	$37.25 - $48.43 Hourly
DEPARTMENT:	Division of Military
OPENING DATE:	09/07/21
CLOSING DATE:	09/20/21 11:59 PM
DESCRIPTION:	

STATE OF IDAHO
MILITARY DIVISION
Human Resource Office (HRO)
State Personnel Branch
4794 General Manning Avenue, Building 442
Boise, Idaho 83705-8112
Telephone: (208) 801-4273

STATE VACANCY ANNOUNCEMENT
Registers established from this announcement may remain valid up to one year to fill
vacancies within the same classification and position type.

ANNOUNCEMENT NUMBER:	**21-84-N**
AREA OF CONSIDERATION:	**Open to all applicants**
POSITION TITLE:	**Information Technology (IT) Specialist (Network)**
PAY GRADE:	**NGA-12**
POSITION CONTROL NUMBER:	**1206**
CLASS CODE:	**22752**
SALARY:	**$37.25 to $48.43 hourly ($77,488 to $100,739 annually)**
FLSA CODE:	**Computer Worker, Exempt**
DUTY LOCATION:	**Military Division, Idaho Army National Guard, Directorate of Information Management (G6), Gowen Field, Boise, ID**
TYPE OF POSITION:	**Civilian Nonclassified; Limited Service Appointment** (*Appointment is contingent upon funding. Selectee may convert to Regular/Permanent Appointment status without*

	further competition if on-going funding is available and stabilized in the future.)
COMPATIBLE MILITARY FIELD:	**Not Applicable**

JOB TITLE: INFORMATION TECHNOLOGY SPECIALIST (NETWORK)
POSITION CONTROL NUMBER(S): 1206* & 8605
CLASS CODE NUMBER: 22752
SALARY GRADE: NGA-12

INTRODUCTION: These positions are assigned to the Directorate of Information Management (G6), Idaho Army National Guard (IDARNG), functioning within the State of Idaho – Military Division. The primary purpose of these positions is to serve as Network Engineer. The incumbent is the state authority on the planning, design, and implementation of the enterprise network infrastructure. The work primarily involves in-depth and highly complex enterprise network analysis, planning and decision making that involves many different and unrelated processes and methods, over a broad range of information technology activities. Uses a variety of techniques and methods to evaluate alternatives and makes decisions relevant to network operations by evaluating operational impact, considering different approaches, and dealing with incomplete and/or conflicting data.   Develops new standards, methods, and techniques relating to a broad range of highly complex technical issues.   Evaluates overall enterprise performance against operational reliability standards. Monitors the network system for threats, both physical and electronic to ensure the proper protection of network resources. Directs diverse teams to isolate and affect immediate fixes to potential service problems. Analyzes requirements relative to the enterprise architecture and telecommunications infrastructure. There are several discrete components (linked systems) and concurrent technology efforts that must be coordinated when new capabilities are being implemented or corrective action is taken to restore the network or improve network performance.   Develops risk assessment plan involving the coordination of and communication with all stakeholders (from multiple business functions) to mitigate risk. Acts as a technical expert for the National Guard Bureau (IDARNG) G6 to test and assess new technology and provides feedback that is utilized in the development of new IDARNG policies and procedures. Test design accomplished by the incumbent requires interpreting data and augmenting incomplete data.

EXAMPLE OF DUTIES:

DUTIES AND RESPONSIBILITIES:

1. Serves as computer network engineer. Develops, defines, assesses and recommends concepts or solutions to implement network designs, policies and procedures that will result in continual upgrade, enhancement and optimization of the state's wide area command and control network and that will ensure proper network configuration and standardization.   Applies extensive knowledge of computer network engineering and related disciplines to ensure that emerging technologies are considered in the development of technical refreshment of network components and configurations.

2. Monitors the network management system for the state's wide area command and control/distributed training network to troubleshoot the immediate and geographically dispersed local and wide area networks. Implements and tracks diverse network protocol schemes, perform network baseline monitoring, and network capacity management. Sets the standards for the configuration and monitoring for a broad variety of network devices such as routers, switches, hubs, bridges, firewall, remote access systems, virtual private network, and intrusion detection and security systems.   Monitors network trouble ticket system to track systems anomalies and provide management reports.

3. Acts as the project lead on special projects related to the interrelationships of multiple C4 disciplines (voice, data and video). Writes technical specifications for customized solutions to state network projects. Reviews proposed solutions, oversees project implementation, and ensures compliance with project specifications. Re-engineers products to correct malfunctions and/or enhance performance.

4. Monitors and reports network systems performance to interpret results and implement performance enhancements.

5. Serves as a project manager during the implementation of C4 projects. Develops policies and procedures to insure the needs of the various supported organizations do not adversely affect system performance.

6. Develops policies and procedures to maximize network operations.

7. Performs project management on all network modifications (voice, video and data), architecture and enhancements.

8. Uses standard business practices when reviewing network architecture improvements to insure systems provide sufficient return on their investment.   Manages projects approved for implementation, which include network consolidation and/or growth. Redesigns network architecture to insure sufficient bandwidth is available to support the future requirements of the organization.

9. Promotes a respectful workplace that complies with policies of the Adjutant General. Observes and ensures compliance with all applicable laws, rules, regulations and policies and serves as a role model for the Whistleblower Protection Program, EEO, security and workplace safety practices, policies and regulations at all times. Maintains a safe and drug/alcohol free workplace.

10. Performs other related duties and projects as necessary or assigned.

SUPERVISORY CONTROLS: Supervisor sets overall objectives, and in consultation with the incumbent, determines timeframes and possible shifts in staff or other resources required. The incumbent, having developed expertise in design of the state's wide area command and control integrated network, independently plans and carries out analysis of the organizations requirements, interprets policies, procedures and regulations in conformance with established mission objectives. The incumbent Integrates and coordinates work of lower graded computer specialists and resolves most conflicts that arise. The supervisor is kept informed on the progress of projects as well as potentially controversial matters of far reaching implications. Completed work is reviewed from an overall standpoint in terms of effectiveness in meeting requirements and achieving expected results.

GUIDELINES: Guidelines include product specific manuals, and some direction from the sponsor/owner of the project. However, this guidance provides little specificity regarding possible approaches to be used in planning and managing the implementation in a military environment and multifaceted enterprise. Precedents are not available to assist with the install of the most up-to-date technology. Network changes are frequent and reoccurring. The incumbent uses judgment, initiative, and resourcefulness to perform duties and manage risk in a constantly changing network environment.   A non-standard desktop and server environment with mixed images, and stringent security level requirements cancel out the availability of guidelines specific to most assignments. Staffing deficiencies, and the absence or scarcity of agency policy, requires the incumbent to develop and apply new approaches to requirements analysis, weighing design modifications to trade-offs, and developing test strategy, project schedule and resource planning. The incumbent must be innovative in resolving a variety of unique problems that cannot be anticipated and are not addressed within guidelines.

PERSONAL WORK CONTACTS: The incumbent's contacts are with Idaho Military Division (IMD) / Idaho Army National Guard (IDARNG) military and civilian personnel at all levels. In addition to contacts within the agency, contacts take place with computer personnel and with equipment or system software vendors. The incumbent utilizes contacts within the National Guard, commercial users, hardware/software vendors, and other Information Systems personnel

outside the National Guard to obtain information and training on latest features or techniques relative to state-of-the-art system engineering, security and administration. Material gathered is reviewed and evaluated for its usefulness in the development of network change/update recommendations. The purpose of contacts is to influence and persuade others to cooperate in meeting objectives and resolving problems when there are difficulties securing cooperation.

WORKING CONDITIONS / PHYSICAL EFFORT: The majority of work is performed in a well-lit climate controlled office environment.   Work requires some physical exertion, including lifting and carrying of moderately heavy items such as computer equipment and supplies up to 50 pounds. Incumbent may be required to climb a ladder. Work requires travel within the state via all modes of transportation, and may require additional travel outside of the state for conferences and training. Incumbent is required to work outside of or beyond regular scheduled work hours, to include weekends. **The incumbent conducts Information Assurance (IA) functions. The incumbent must comply with the requirements of the certification program and will be required to obtain and maintain certification in accordance with Department of Defense Instruction (DoDI) 8570.01-M.**

FLSA Overtime Code: I (Computer Worker Exempt; straight time)
EEOC: B02 (Professional)
WCC: 8742
AUGUST 2021 (PCN 1206 ADDED)

MINIMUM QUALIFICATIONS:

QUALIFICATION REQUIREMENTS:

Mandatory Requirements (conditions of employment)

- Must have and maintain a valid and unrestricted state issued driver's license (from any state).

- Must have, or be eligible to obtain, and maintain a favorable T3 (SECRET) Federal Background Investigation. If a selected candidate does not have a current favorable T3, as a condition of employment he/she must submit to the investigation process immediately upon hire/appointment. *(At a minimum, a favorable suitability determination by the State Security Manager is required prior to appointment into this position.)*

- Must be willing to travel by all modes of transportation, and stay overnight at destinations for moderate periods. Travel is required for work and training.

- Must be willing and able to successfully complete all training and testing requirements for job qualification/ certification within 6-months of appointment into this position.

Knowledge, Skills and Abilities (KSAs)
Applicants must have <u>36-months</u> of specialized experience performing related to the duties as specified below.

- Knowledge of and skill in applying network design principles and concepts, network architecture principles and concepts, network protocols; remote access technology concepts, network operation and maintenance concepts and methods, network management tools, configuration management concepts, practices, network topology concepts; network optimization techniques.

- Knowledge of network architecture and topology, including transmission protocols, broadcasting, multicasting, switching, routing, control, and management.

- Knowledge of legacy systems and interoperability issues and constraints in order to integrate these systems with the emerging technologies.

- Skill in planning, designing, developing, managing and enhancing efficient network systems that respond to the state's business requirements; and efficiently utilize available resources.

- Knowledge of current state-of-the-art system network technology and related computer equipment and the expertise to apply them to the organization's network architecture and available resources.

- Ability to plan, engineer, manage and enhance a highly efficient network that meets present and future requirements of the organization using available resources. This network is composed of local area networks (LAN), wide area networks (WAN), and wireless systems.

- Knowledge of, and skill in the planning, analysis, design, development, testing, quality assurance, configuration, installation, implementation, integration, maintenance, and/or management of networked systems used for the transmission of information in voice, data, and/or video formats.

- Knowledge of applicable security standards of system hardware, software and design along with the ability to apply, modify and test security models to ensure operability of and compliance with those security standards.

- Ability to predict behavior of systems for which modifications are necessary.

- Skill in forecasting requirements necessary to implement system planned modifications without causing permanent loss of services, data, or security while maintaining ability to revert to previous configurations if the modifications fail to produce the intended results.

- Knowledge of, and skill in applying network systems engineering and management methods.

- Skill in preparing briefings and presentations on the complexities of the installation network. These briefings provide the basis for long-range decision planning relating to IT network project management.

- Ability to establish effective professional working relationships with coworkers and customers, contributing to a cooperative working environment and successful mission accomplishment.

CONDITIONS OF EMPLOYMENT:
a. Each person hired will be required to provide verification of eligibility to work in the United States and may be subject to a criminal background check.
b. Refer to the position description for the Mandatory Requirements for this position.
c. The State of Idaho, Military Division is an Equal Opportunity employer. Selection for this position will be made without regard to race, color, religion, national origin, sex (including gender identity, sexual orientation, and pregnancy), genetic information, political affiliation, marital status, and disability or age (which does not interfere with job accomplishment or job eligibility based upon the position description Mandatory Requirements). Appropriate consideration shall be given to veterans in accordance with applicable state and federal laws and regulations.

PERSONNEL MANAGER CERTIFICATION: The title, series, grade, duties and responsibilities are complete and accurate as written and a current or projected vacancy exists as advertised.

Gloria A. Duncan
Supervisory Human Resource Specialist
Military Division – State Personnel Branch

SUPPLEMENTAL INFORMATION:

If you are unable to apply online, please contact the HRO office by phone 208-801-4273 or email hrobypass@imd.idaho.gov to discuss alternative options.

Thank you for your interest in employment with the Idaho Military Division.

IT Specialist (Network) Supplemental Questionnaire

*   1. <u>Mandatory Requirement</u>: Must have and maintain a valid and unrestricted state issued driver's license

   Provide written response regarding your willingness and ability to meet this condition of employment. *DO NOT provide license info here

*   2. <u>Mandatory Requirement</u>: Must have, or be eligible to obtain, and maintain a favorable T3 (SECRET) Federal Background Investigation. If a selected candidate does not have a current favorable T3, as a condition of employment he/she must submit to the investigation process immediately upon hire/appointment. (*At a minimum, a favorable suitability determination by the State Security Manager is required prior to appointment into this position.*)

   Provide written response regarding your eligibility, willingness and ability to meet this condition of employment.

*   3. <u>Mandatory Requirement</u>: Must be willing to travel by all modes of transportation, and stay overnight at destinations for moderate periods. Travel is required for work and training.

   Provide written response regarding your eligibility, willingness and ability to meet this condition of employment.

* 4. <u>Mandatory Requirement</u>: Must be willing and able to successfully complete all training and testing requirements for job qualification/ certification within 6-months of appointment into this position.

   Provide written response regarding your eligibility, willingness and ability to meet this condition of employment.

* 5. KSA: **Knowledge of and skill in applying network design principles and concepts, network architecture principles and concepts, network protocols; remote access technology concepts, network operation and maintenance concepts and methods, network management tools, configuration management concepts, practices, network topology concepts; network optimization techniques.**

   Provide detailed written response describing your <u>specialized experience performing related duties</u> to demonstrate that you meet the minimum **36-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, etc.*

* 6. KSA: **Knowledge of network architecture and topology, including transmission protocols, broadcasting, multicasting, switching, routing, control, and management.**

   Provide detailed written response describing your <u>specialized experience performing related duties</u> to demonstrate that you meet the minimum **36-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, etc.*

* 7. KSA: **Knowledge of legacy systems and interoperability issues and constraints in order to integrate these systems with the emerging technologies.**

   Provide detailed written response describing your <u>specialized experience performing related duties</u> to demonstrate that you meet the minimum **36-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, etc.*

* 8. KSA: **Skill in planning, designing, developing, managing and enhancing efficient network systems that respond to the state's business requirements; and efficiently utilize available resources.**

   Provide detailed written response describing your <u>specialized experience performing related duties</u> to demonstrate that you meet the minimum **36-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, etc.*

* 9. KSA: **Knowledge of current state-of-the-art system network technology and related computer equipment and the expertise to apply them to the organization's network architecture and available resources.**

Provide detailed written response describing your <u>specialized experience performing related duties</u> to demonstrate that you meet the minimum **36-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, etc.*

* 10. KSA: **Ability to plan, engineer, manage and enhance a highly efficient network that meets present and future requirements of the organization using available resources. This network is composed of local area networks (LAN), wide area networks (WAN), and wireless systems.**

Provide detailed written response describing your <u>specialized experience performing related duties</u> to demonstrate that you meet the minimum **36-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, etc.*

* 11. KSA: **Knowledge of, and skill in the planning, analysis, design, development, testing, quality assurance, configuration, installation, implementation, integration, maintenance, and/or management of networked systems used for the transmission of information in voice, data, and/or video formats.**

Provide detailed written response describing your <u>specialized experience performing related duties</u> to demonstrate that you meet the minimum **36-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, etc.*

* 12. KSA: **Knowledge of applicable security standards of system hardware, software and design along with the ability to apply, modify and test security models to ensure operability of and compliance with those security standards.**

Provide detailed written response describing your <u>specialized experience performing related duties</u> to demonstrate that you meet the minimum **36-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, etc.*

* 13. KSA: **Ability to predict behavior of systems for which modifications are necessary.**

Provide detailed written response describing your <u>specialized experience performing related duties</u> to demonstrate that you meet the minimum **36-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, etc.*

* 14. KSA: **Skill in forecasting requirements necessary to implement system planned modifications without causing permanent loss of services, data, or security while maintaining ability to revert to previous configurations if the modifications fail to produce the intended results.**

Provide detailed written response describing your <u>specialized experience performing related duties</u> to demonstrate that you meet the minimum **36-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, etc.*

* 15. KSA: **Knowledge of, and skill in applying network systems engineering and management methods.**

   Provide detailed written response describing your <u>specialized experience performing related duties</u> to demonstrate that you meet the minimum **36-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, etc.*

* 16. KSA: **Skill in preparing briefings and presentations on the complexities of the installation network. These briefings provide the basis for long-range decision planning relating to IT network project management.**

   Provide detailed written response describing your <u>specialized experience performing related duties</u> to demonstrate that you meet the minimum **36-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, etc.*

* 17. KSA: **Ability to establish effective professional working relationships with coworkers and customers, contributing to a cooperative working environment and successful mission accomplishment.**

   Provide detailed written response describing your <u>specialized experience performing related duties</u> to demonstrate that you meet the minimum **36-month** requirement. *Response should be detailed and include specific examples of job duties performed, responsibilities, etc.*

* 18. Unqualified or incomplete applicant packets will not be forwarded.
   Do you certify you attached any supporting/required documentation and given detailed written responses with your application packet before submitting?

   ❏ Yes   ❏ No

* 19. Do you certify that all of the information and attached documents to this application are true, correct, complete and made in good faith? (This will constitute your official signature.)

   ❏ Yes   ❏ No

* Required Question