

## **IT Infrastructure Engineer**

### **Description**

The IT Infrastructure Engineer's role is to plan and coordinate to design, installation and connectivity of computer and network systems to ensure the stable operating of the school's IT assets for the benefit of our students. This includes developing, configuring, maintaining, support and optimizing all new and existing network hardware, software, and communication links. This person will also ensure the stability and integrity of in-house voice, data, video and wireless network services. In addition, the IT Infrastructure Engineer will participate with the installation, monitoring, maintenance, support, and optimization of all network hardware, software, and communication links. The IT Infrastructure Engineer is also responsible for the school's telecommunications infrastructure which includes configuring, diagnosing, upgrading and optimizing all telephone systems and services, voicemail, and VOIP communication systems, as well as surveillance equipment. When implementing new equipment, the IT Infrastructure Engineer will provide appropriate advisory in line with the school's IT needs.

**Reports to:** IT Director

### **Areas of focus:**

- Network equipment: defined as the network infrastructure itself up to network endpoints.
- Telephone System
- Surveillance equipment
- IP Speakers
- Servers
- Equipment Implementation

### **Duties and Responsibilities**

- Assist in network design and implementation.
- Watch over Local and Wide Area Networks.
- Oversee the school's digital security.
- Provide network support with a variety of operating systems.
- Install and configure network equipment.
- Provide network support to faculty, staff, and students.
- Maintain servers and associated hardware, applications, services, and settings.
- Develop, monitor, and oversee policies for the optimal use of network resources.
- Oversee IT Team members implementation of correct IT policies.
- Implement and manage disaster recovery and backup plans.
- Evaluate and recommend security improvements and system upgrades.
- Monitor network to ensure optimal performance.
- Create and maintain network user permissions.
- Assist in other IT Department tasks when team members are unavailable.
- Other duties as assigned by the IT Director.