

The University of Texas at San Antonio

Job Description

Job Title: Network Analyst II
Code: 19397
Salary Grade: 60
FLSA Status: Exempt
Department/Division: Job available in different departments/divisions
Reports To: In accordance with specific departmental policies

Summary

- Function: To provide the technical skills necessary to analyze business and management problems, and to recommend modifications of existing network system designs, or the development of new network system designs to maximize efficient use of existing infrastructure.
- Scope: Responsible for independent, single-system studies of medium complexity requiring familiarity with several phases of network systems analysis and the development of analytical procedures.

Duties

- Typical:
 1. Provides information technology network systems support for network infrastructure to include analyzing, diagnosing, maintaining, upgrading, migrating, and troubleshooting assigned system areas such as source documents, hardware requirements, operating systems, database systems/structures, and servers.
 2. Follows, maintains, investigates, enforces, and implements internal control, network security and other security systems for computer and telecommunication data, systems and hardware protection including drafting security procedures, standards, and policies.
 3. Provides network technical expertise to faculty, staff, and students to include providing user assistance and training.
 4. Provides continual support and researching new network software and technologies.
 5. Performs other duties as assigned.
- Periodic:
 1. Presents network systems studies to user personnel.
 2. Assists in training lower classified analyst personnel.

Education

Required	Preferred
Associate's degree in a related field from an accredited institution. May substitute one year of experience for once year of education.	Bachelor's degree in a related field from an accredited institution.

Other Requirements

Required	Preferred
Ability to analyze problems and design the most efficient utilization of existing techniques.	N/A
Criminal Background Check (CBC).	

Experience

Required	Preferred
Two years of experience in analysis and network systems design or an equivalent combination of relevant education and/or experience.	Three or more years of experience in analysis or network systems design.

Equipment

Required	Preferred
Knowledge of the capabilities of medium size network systems.	Experience with network infrastructure in use at the university.

Working Conditions

Usual	Special
Conditions associated with a network systems support and installation.	May require working long periods of time and/or after-hours and/or weekends.
Rotating on-all schedules	Ability to lift 60 lbs and work in confined spaces.

Supervision

Received	Given
Some general supervision required.	May provide training to lower classified analysts.

Accuracy

Proficiency in all duties performed.

Security Sensitive

Specific job requirements or physical location of some positions allocated to this classification may render the position security sensitive, and thereby subject to the provisions of section 51.215 Texas Education Code.

Internal Control

Within the scope of position duties, responsible for seeing that operations are effective and efficient, assets are safeguarded, reliable financial data is maintained, and applicable laws, regulations, policies, and procedures are complied with.