



Jemez Mountains Electric Cooperative, Inc.

Your Touchstone Energy® Cooperative 

JOB POSTING

Jemez Mountains Electric Cooperative, Inc., (JMEC) is accepting applications for the position of **IT Network Manager**. We are seeking a qualified professional to provide network infrastructure maintenance and support; digital video surveillance equipment technical support and maintenance, Avaya VoIP Telecom Support, and Server Integration for all three JMEC District Offices.

Required Education, Degrees, Certificates, and/or Licenses:

Bachelor of Science degree in Computer Science, or a related field of study. Must have the ability to operate a motor vehicle and possess a valid New Mexico driver's license. Must be eligible to be and remain insured as a driver by the Cooperative's group liability policy for the automotive fleet. See below for other required licensure and experience.

Essential Functions/Job Duties:

1. Serve as a technical advisor to management on issues related to network design, availability, capacity planning and the procurement of network equipment and supplies.
2. Create and maintain documentation as it relates to network configuration, network mapping, processes, and service records.
3. Conduct research on network products, services, protocols, and standards to remain abreast of developments in the networking industry.
4. Proactively analyze, troubleshoot, resolve and report all network security issues.
5. Perform network installations, upgrades, training, documentation, monitoring and analysis.
6. Perform tasks related to asset management and inventory of ICT equipment.
7. When possible perform tasks with minimal disruption to the daily needs of the Coop.
8. Always assist members/vendors/employees and the general public in a courteous and professional manner ensuring their continued satisfaction with JMEC. Work in harmony and show respect to all fellow employees in order to promote an effective and pleasant working environment.
9. Maintain ongoing communication with General Manager regarding situations requiring immediate attention, problems/concerns, questions, etc.
10. Ability to effectively prioritize tasks in a high-pressure environment.
11. Prepare cost-benefit and return on investment analyses to aide in decisions on system implementation.

Job Requirements and Experience:

- Person hired will be subject to providing identity verification (e.g., Social Security Number verification in the U.S. and be subject to a seven year criminal background check).
- A minimum of ten (10) years' work experience on various server platform environments, as well as a minimum of ten (10) years network infrastructure and desktop technical support experience.
- Experience working with SCADA and smart metering solutions/systems providing technical support on special project integration within the Electric Utility Industry highly desired.
- **Required Technical Services on the following platforms:**
Windows Server 2008-2012, Unix, Linux, Data Center, Sequel Server, Application Server, Milsoft GIS, Milsoft OMS, Avaya 1X Portal, IVR integration, Utility power net, Hyper-V server virtualization, Icronis backup/recovery, Paper Vision, Ricoh Document Automation and Domain

configuration/support. Technical support on Data Base Applications/Windows integration for the following: Sequel, Oracle, Access, GIS.

- **Required Technical Services on the following for Network Infrastructure Maintenance/Server:**
WiFi, LAN/WAN technical support including managed/unmanaged switch/router configurations (Extreme, Netgear, Belkin). VPN, SonicWall, FatPipe, CAT5, CAT6, and Fiber Optic cabling systems, Anti-Virus and Anti-Spyware software maintenance and support.
- **Desired Technical Support within the Electric Industry:**
Scada and smart metering solutions/systems
- **Desired experience with Digital Video Surveillance Equipment technical support, maintenance and new installations:**
Panasonic digital video surveillance equipment; maintenance/support and troubleshooting of existing digital video surveillance equipment; new installs of Panasonic DVR and IP camera equipment; Panasonic I-Pro; data networking including prioritization of network protocols; knowledge and familiarity of USDA Rural Utility Service (RUS) Security Guidelines
- **Desired experience with Avaya VoIP Telecom Support and Server Integration:**
10 Years working experience on Avaya VoIP technical support and server maintenance knowledge and familiarity with the following:
 - POE Data Infrastructure
 - Voicemail Pro
 - Auto Attendant
 - Call Center Rep (CCR)
 - 1X Portal
 - SIP Trunking
 - Voice Networks and IP phone environments
- **Required Licensure and Experience:**
A minimum of Ten (10) Years working on various server platform integration environments
- **Not required certifications but beneficial for consideration:**
CWTS – Certified Wireless Technical Specialist
CWNA – Certified Wireless Network Administrator
CWSP – Certified Wireless Security Professional
CWDP - Certified Wireless Design Professional
CWAP – Certified Wireless Analysis Professional
CWNE –Certified Wireless Network Expert

Only those candidates that possess the criteria listed above under required will be considered.

Applications and resumes will be accepted until close of business, January, 27, 2023. Please contact Dwight Herrera for an application or you can visit our website at www.jemezcoop.org under our careers tab.

Dwight Herrera, Human Resources Administrator
P.O. Box 128 Española, New Mexico 87532
505-753-2105 Ext. 1111
505-753-6958 fax
dherrera@jemezcoop.org