



## Network Analyst

**About the Education Achievement Authority:** The Education Achievement Authority is a new statewide school system that will assume operation of the lowest five (5) percent of performing schools in the state of Michigan that are not achieving satisfactory results on a redesign plan or that are under an Emergency Manager. It is designed to provide a new, stable, financially responsible set of public schools that create the conditions, supports, tools and resources under which teachers can help students make significant academic gains. It will first apply to underperforming schools in Detroit in the 2012–2013 school year and then be expanded to include low performing schools throughout Michigan.

**JOB TITLE:** Network Analyst

**REPORTS TO:** Network Operations Manager

### **SUMMARY of POSITION:**

This successful candidate selected for this position will be responsible for the installation, configuration, administration, maintenance, and support of internal and/or external network systems.

### **PRIMARY DUTIES AND RESPONSIBILITIES:**

The successful candidate should be able to assist and provide a range of technological and administrative services to include the following responsibilities:

#### Main Job Tasks and Responsibilities

- Assists the installation, configuration, administration, maintenance, and support of organization's enterprise network and services.
- Monitors the ongoing network operation and performs activities to assist with performance tuning, troubleshooting of hardware, OS and application issues.
- Monitors network and systems for intrusion incidents and anomalies.
- Performs regular and on-demand network system backups and recoveries.
- Participates in organization's disaster recovery and business resumption planning, testing, and implementation.
- Participates in organization's emergency response planning, testing, and implementation.
- Maintains appropriate documentation on procedures, configurations, and equipment inventory.
- Works closely with application developers and/or outside service providers to support operations and implement new technology solutions to meet the organization's needs. Participates in projects as required.

- Performs other duties and responsibilities related to those described above which do not alter the basic level of responsibility of the position.

**Qualifications:**

- Bachelor's degree in Computer Science or related area.
- Minimum 3 years of experience with responsibilities involving installation, configuration, administration, maintenance, and support of enterprise networking equipment and services.
- Proven hands on experience with IP Networking, Cisco IOS, Cisco NXOS, Cisco wireless controllers, and Cisco ACS. Cisco certification a plus.
- Familiarity with one or more of the following technologies: DNS, RADIUS, wireless networking, Firewalls, and Packet Shapers.
- Working knowledge of Microsoft Windows operating systems and Red Hat Enterprise Linux.
- Excellent customer service and communication skills. Ability to work with people of various backgrounds and on all levels of technical knowledge.
- Strong organizational, analytical and problem-solving skills.
- Ability to work with minimal supervision, to work on multiple tasks, and to work effectively as part of a team.

**FILING DEADLINE:** Posted until filled  
**SALARY:** Commensurate with experience  
**LENGTH OF WORK YEAR:** Twelve (12) Months  
**EFFECTIVE DATE:** Immediately

**METHOD OF APPLICATION:** **All interested candidates should submit a letter of application and current resume to:**

Dr. H. MiUndrae Prince  
Assistant Chancellor, Human Capital, Equity and Accountability  
Education Achievement Authority of Michigan  
300 River Place, Suite 3600  
Detroit, Michigan 48227

By E-mail to [mprince@eaaofmichigan.org](mailto:mprince@eaaofmichigan.org)

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