Position Title: Network Engineer  
Reports to: Chief Operating Officer of United Services  
Classification: Exempt  
Position Type: Full-time  

Position Summary:  
The Network Engineer is responsible for the provisioning, configuration, and maintenance of all network elements for the company and clients. The Network Engineer provides support, technical assistance, and training to the support team, the customer services team, and end users as needed. Additionally, the Network Engineer will lastly support IT for United Electric Cooperative’s infrastructure as needed.

Essential Functions:  
Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Install all new hardware, systems, and software for networks.
2. Install, configure, and maintain network services, equipment and devices.
3. Plan and support network and computer infrastructure.
4. Design and manage routing and switching (BGP configuration, etc.).
7. Oversee software and network security.
8. Learn and utilize automated equipment as required by United Services.
9. Attend training and/or courses relating to area of work (overnight stays may be required). Daytime hours may fluctuate, and some evening and Saturday hours may be required to support the business needs of United Services.
10. Provide efficient, courteous, and professional service to customers and the general public.
11. This position is safety-sensitive, and the employee must learn and comply with all of the Corporation’s safety policies, procedures, rules and regulations, in addition to all other policies, procedures, rules and regulations related to the position of employment.
12. Perform all other duties as assigned by the CEO, COO or designee.

Competencies:  
The knowledge, skills, and behavior required for successful job performance.

Core Competencies

- **Business Acumen:** Integrates business, organization and industry knowledge to one’s own job performance.
- **Personal Effectiveness:** Demonstrates a professional presence and a commitment to effective job performance.
- **Interaction with Others:** Builds constructive working relationships characterized by a high level of acceptance, cooperation, and mutual respect.
• **Problem-Solving:** Exercises good judgment to make well-informed decisions and to develop and implement effective solutions.

*Role-Specific Competency*

• **Customer Focus:** Treats customers as a priority, being proactive in anticipating their current and potential future needs; effectively educates customers about services provided; maintains composure at all times, even after difficult interactions; displays empathy in difficult situations, treating each customer individually based on the situation; builds and maintains positive relationships with both internal and external customers; maintains the "United" image, providing a uniform message without placing blame on team members.

*Required Education and Experience:*

1. Education: High School Diploma or equivalent.
2. Experience: Two years of related experience in network administration; exposure to an ISP environment.
3. Certifications: CCNA or equivalent
4. Skills: Thorough understanding of Network technologies and fundamentals (OSI model, BGP, etc.)

*Preferred Education and Experience:*

1. Education: Bachelor’s Degree in related field
2. Experience: Five years of progressive experience in network administration
3. Certifications: CCNE or equivalent

*Supervisory Responsibilities:*

This position has no supervisory responsibility of personnel.

*Physical Demands:*

This position is very active and requires standing, walking, bending, kneeling, stooping, crouching, crawling and climbing. The employee must frequently lift and/or move items over 50 pounds. Must be able to work in confined spaces, specifically the United Services head-end room.

*Working Conditions:*

This is a full-time position. This job mainly operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, and filing cabinets. This position will report to the Savannah office but may be required to commute to the Excelsior Springs, Cameron, and/or Maryville offices on occasion. Standard days of work are Monday through Friday. This position must be able to work flexible hours outside normal business hours, including weekends, events, and holidays as required. This position is required to work in the event of an emergency or service outage, including evening shifts and weekends to support the business needs of United Services.

*Travel:*

This position is required to travel as necessary for training and professional development opportunities, approximately 10% of time worked.

*Other Duties:*

Please note this position description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time or without notice. This position description is not deemed an
employment contract and does not waive the employment at-will doctrine governed by the state of Missouri.

Failure to fulfill the requirements of this position description, changes in economic conditions, changes in operational policies or procedures, and/or other conditions or reasons may result in the elimination of this position and/or employee termination.

________________________________________________________________________

Employee Signature                                                  Date