ORGANIZATIONAL PROFILE: The Mayor’s Office MIS Department is responsible for all aspects of technology for the agency. This includes end user desktop support, VOIP, network infrastructure, messaging, email, file, web, and database servers, and server virtualization. MIS collaborates with other city agencies to implement wireless policy and procedures and develop secure tools/applications for use by multiple agencies. MIS also partners with other departments in the Mayor’s Office to develop tools and applications that streamline process, measure performance/metrics and increase productivity.

JOB DESCRIPTION: The Network Engineer manages, monitors and maintains the network and infrastructure for the Office of the Mayor and reports directly to the Director of MIS Infrastructure and Operations. The incumbent’s responsibilities include, but are not limited to:

• Initiating and leading architectural discussions and high-level planning in order to align with the Agency’s current needs and future goals

• Maintaining thorough documentation including detailed project plans and network topology diagrams

• Ensuring proficiency in business requirements and SLAs to ensure consistent availability for all environments

• Projecting hardware, software, network and telecommunications requirements in terms of footprint reduction and cost savings

• Monitoring and maintaining Mayor’s Office Cisco Call Manager, IOS Gateways, Conference Server and Unity infrastructure

• Planning, implementing and documenting upgrades and changes to Telephony/Network infrastructure as necessary

PREFERRED SKILLS AND/OR QUALIFICATIONS:

• Bachelor’s Degree required, preferably in Computer Science, etc.; plus a minimum of 3 (3) years hands-on experience with network design, implementation, maintenance and support

• Self-motivated individual with excellent writing and communication skills, as well as proven and hands-on organizational and leadership skills

• Proven experience in business planning, resource allocation and project management

• Extensive experience with networking technologies (Routers, Gateways, TCP/IP, LAN, WAN, etc...)

• Hands on experience and knowledge of:
  
  ○ Routing protocols EIGRP and BGP
  
  ○ Cisco routers and switches, Nexus and Catalyst.
  ○ Communications systems, (CUCM 8.x/9.x, Unity connection 8x,9lx, MeetingPlace 8.5,
WebEx Server on prem.)
- Unity Connection Single-Inbox, Cisco ViewMail
- Cisco UCS-C series server platform
- 79xx, 88xx, 99xx, wireless phones IP phones
- Voice Gateway support and administration, MGCP, H323, CUBE.
- IP Telephony support

- Knowledge of VMWARE a plus
- Experience with various VoIP technologies including: Qos, MGCP, H323, SIP, SRST
- Demonstrated ability to perform complex problem isolation within telecommunications infrastructures: FXO/FXS/PRI/T1/DS3 Circuits & Signaling Protocols

**SALARY:** Commensurate with experience.

**TO APPLY:** Submit a cover letter, resume, and three references to Candidate Application.

_The City Of New York And The Office Of The Mayor Are Equal Opportunity Employers_  
_New York City Residency Is Required Within 90 Days Of Appointment_

For current job opportunities in the NYC Mayor’s Office visit: [bit.ly/NYCMOJobs](http://bit.ly/NYCMOJobs)