Network Security Engineer

Bedford County

Department: IT Full/Part Time: Full Time

Position: Network Security Engineer Status: Non- Exempt

**Job Summary:** The Network Security Engineer will troubleshoot and maintain the organizations network systems. The main tasks of the engineer is to plan, design, optimize, implement, audit, and troubleshoot the network security system for Bedford County Government to improve the efficiency of the organization. While instructions to the engineer can be specific, independent judgement and critical thinking are often used to complete assigned tasks. The employee reports directly to the IT Director.

**Physical Demands:**

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.*

* Ability to sit for prolonged periods of time at a desk station working on a computer
* Ability to stand for prolonged periods of time
* Ability to hear and verbally communicate with others from long distance ranges of 100 ft. or greater
* Ability to hear, distinguish, and identify auditory beep codes from cable and equipment
* Ability to bend and work under desk stations and/or in tight work spaces
* Ability to lift, push, pull up to 50-75lbs of equipment
* Ability to stand, bend, stoop, crawl, reach, pull, push, and grasp
* Ability to use hands and fingers for typing and installing network cable and hardware
* Ability to use vision to identify text and code on computer screens and for installing network hardware
* Work can be performed on and around stairways, crawl spaces, roof tops, and ladders

**Work Environment:**

* Work is performed primarily indoors in an office setting
* Work can be performed in low light conditions

**Essential Functions:**

*Essential and other important responsibilities and duties may include but are not limited to the following:*

* Maintains network systems, installing new hardware and modifying existing hardware, and related network software applications
* Installs and maintains peripheral devices including printers, hubs, routers, and other tech equipment
* Communicates with end users/employees to understand and troubleshoot problems
* Conducts periodic diagnostics and testing to ensure optimal network function and minimal downtime
* Maintains the county email and intranet services, adding and removing users and accounts
* Collaborates with the IT Director to review and analyze hardware and software needs; recommends changes
* Plans, engineers, and monitors the security arrangements for the protection of the network systems
* Identifies, monitors, and defines the requirements of the overall security of the system
* Coordinates, creates, and implements different tactics to resolve existing security threats and issues
* Configures and implements intrusion detection systems and firewalls
* Tests the network system for weaknesses in software and hardware
* Reports to the IT Director security analysis and findings
* Implements regulatory systems in accordance with IT security
* Configures and installs security infrastructure devices
* Maintains firewalls, virtual private networks, web protocols, and email security
* Investigates security breaches
* Conducts periodic network scans to identify network vulnerabilities

**Additional Functions:**

*Any one position may not include all of the listed duties or duties to be assigned and performed by the employee*

* Performs additional duties assigned
* Excellent interpersonal and customer service skills
* Excellent workstation and network troubleshooting skills
* Basic understanding of existing network programs and capabilities
* Excellent organizational skills and attention to detail
* Strong analytical and problem-solving skills
* Proficient with Microsoft Office and Excel or related software programs
* Knowledge of risk assessment tools, technologies, and methods
* Knowledge in anti-virus software detection, firewalls and content filtering
* Knowledge in Disaster Recovery, technologies, and methods

Minimum Qualifications

* High School Diploma or Equivalent
* Associates degree in Computer Science desired
* Three (3) years of experience in network maintenance and user technical support preferred
* Certifications: CompTia Network +, Security +, A+ preferred

Applicant/Employee Acknowledgement:

The job description for the position of Network Security engineer for Bedford County Government (Full-time) describes the duties and responsibilities for employment in this position. I acknowledge that I have reviewed this job description and understand that it is not a contract for employment. I am responsible for reading this job description and complying with all job duties, requirements, and responsibilities, and any subsequent revisions.

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Signature Date

\*\* Bedford County Government, Bedford Tennessee is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities.