Poudre School District

HUMAN RESOURCES DEPARTMENT

JOB DESCRIPTION

Job Title:	**Network Engineer II**	FLSA Status:	**Exempt**
Job Family:	**Classified – Information Technology**	Pay Range:	**IT96Y**
Prepared/Revised Date:	**August 21, 2026**	Job Code:	**38008**

SUMMARY: Responsible for designing, implementing, securing, and maintaining the district's enterprise network infrastructure. This role leads complex network initiatives, ensures high availability and performance of wired and wireless networks, and plays a key role in protecting district data and systems. The Network Engineer II provides technical leadership, supports security operations, and serves as a subject matter expert for network architecture, performance, and troubleshooting.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Frequency of duties, percent of time and work year may vary based on department or building assignment. This job description is not intended to be all inclusive and the employee will also perform other reasonably related duties as assigned by the supervisor.*

1. Design, implement, operate, and maintain enterprise wired and wireless network infrastructure to support district instructional and operational requirements.
2. Lead network engineering efforts related to LAN, WAN, WLAN, Internet connectivity, and major network upgrades.
3. Configure, manage, and optimize routing, switching, wireless, and firewall platforms to ensure performance, resilience, and security.
4. Implement and maintain network security technologies and processes including firewalls, VPNs, intrusion detection or prevention, vulnerability management, and incident response.
5. Lead investigation, response, and remediation efforts for complex network and security incidents.
6. Monitor network performance and security using enterprise monitoring and logging tools, proactively identifying risks and capacity concerns.
7. Provide technical leadership and guidance on network architecture, expansion, modernization, and long term sustainability.
8. Collaborate with vendors, service providers, and internal IT teams to engineer, deploy, and support network solutions.
9. Lead or contribute to complex IT and network projects, including technical design, implementation planning, coordination, and documentation.
10. Develop, maintain, and enforce network standards, configurations, and operational procedures.
11. Provide technical guidance, mentoring, and knowledge sharing with Network Engineer I and other IT staff.
12. Maintain accurate documentation of network designs, configurations, changes, and operational practices.

13. Consistently update assigned tickets, tasks, and project documentation to support transparency, accountability, and effective coordination.
14. Proactively manage work by prioritizing tasks, communicating risks and impacts, and supporting informed decision making.
15. Apply advanced analytical and problem solving skills to resolve high impact, complex network issues.
16. Communicate effectively with technical and non technical audiences and collaborate across teams to achieve district goals.
17. Pursue continuous professional development to remain current on networking, security technologies, and industry best practices.
18. Perform other duties as assigned.

EDUCATION AND RELATED WORK EXPERIENCE:

- Bachelor's degree in computer science or related field
- Seven years of experience in a related field
- Equivalent combination of education and experience acceptable

LICENSES, REGISTRATIONS or CERTIFICATIONS:

- Criminal background check required for hire
- Valid US driver's license
- Industry and vendor certifications a plus
- Certified Cisco Network Associate (CCNA) preferred
- Certified Information Systems Auditor (CISA) preferred
- Certified Information Systems Security Professional (CISSP) preferred

TECHNICAL SKILLS, KNOWLEDGE & ABILITIES:

- Advanced knowledge of enterprise networking technologies including LAN, WAN, WLAN, routing, switching, and segmentation
- Advanced experience configuring and managing routers, switches, wireless infrastructure, and firewall platforms
- Advanced knowledge of network security concepts including firewalls, VPNs, intrusion detection/prevention, vulnerability assessment, and incident response
- Experience designing secure, scalable network architectures and implementing monitoring solutions
- Ability to lead complex troubleshooting and resolve high-impact network issues
- Ability to design, document, and enforce network standards and operational procedures
- Ability to evaluate, test, and implement new networking technologies
- Strong analytical, organizational, and leadership skills
- Strong communication skills and ability to mentor technical staff
- Oral and written communication skills
- English language skills
- Advanced math skills
- Interpersonal relations skills

- Advanced organizational and time management skills
- Strong customer service skills
- Promote security using the Critical Security Controls from the Center for Internet Security
- Work with System Administration team to automate security controls using tools like Active Directory, Group Policy Objects and Windows PowerShell
- Support proactive and reactive security investigations methods and effective incident response programs and participate in tabletop exercises
- Ability to coordinate with vendors, clients, carriers and technical staff on network implementation, optimization and ongoing management
- Advanced knowledge of network concepts, technologies and protocols including TCP/IP, routing, switching and authentication, role based access
- Advanced ability to determine priorities, multi-task, meet deadlines, and research and apply new technologies as necessary
- Advanced ability to work within an environment of limited resources and urgent deadlines
- Advanced ability to write clear and accurate documentation at both the end-user and the technical levels
- Ability to maintain honesty and integrity in all aspects of the job
- Ability and willingness to adhere to attendance requirements, including regular and punctual employee presence
- Ability to promote and follow Board of Education policies, District policies, administrative guidelines and building and department procedures
- Ability to communicate, interact and work effectively and cooperatively with people from diverse ethnic and educational backgrounds
- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment, and report unsafe conditions to the appropriate administrator

MATERIALS AND EQUIPMENT OPERATING KNOWLEDGE:

- Advanced operating knowledge of and experience with personal computers, peripherals, and media equipment
- Advanced operating knowledge of and experience with Microsoft Office and/or other department software packages
- Operating knowledge of and experience with standard office equipment, such as telephones, copier, fax machine, E-mail, etc.

REPORTING RELATIONSHIPS & DIRECTION/GUIDANCE:

	POSITION TITLE	# of EMPLOYEES
Reports to:	Director of IT Infrastructure	
Direct reports:	This job has no direct supervisory responsibilities.	

- Responsible for providing guidance, direction, and training to Network Engineer I colleagues

STANDARD PHYSICAL DEMANDS & WORKING CONDITIONS: *Poudre School District is committed to the full inclusion of all qualified individuals. As part of this commitment, Poudre School District will ensure that qualified individuals with disabilities are provided reasonable accommodations. If reasonable accommodation is needed to participate in the job application or interview process, to perform essential job functions, and/or to receive other benefits and privileges of employment, please contact ada@psdschools.org.*

PHYSICAL ACTIVITIES:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand		X		
Walk			X	
Sit				X
Use hands to finger, handle or feed				X
Reach with hands and arms			X	
Climb or balance		X		
Stoop, kneel, crouch, or crawl		X		
Talk				X
Hear				X
Taste	X			
Smell	X			

WEIGHT and FORCE DEMANDS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds				X
Up to 25 pounds			X	
Up to 50 pounds		X		
Up to 100 pounds	X			
More than 100 pounds	X			

MENTAL FUNCTIONS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Compare				X
Analyze				X
Communicate				X
Copy		X		
Coordinate				X
Instruct			X	
Compute		X		
Synthesize				X
Evaluate				X
Interpersonal Skills				X

MENTAL FUNCTIONS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Compile		X		
Negotiate			X	

WORK ENVIRONMENT:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Wet or humid conditions (non-weather)	X			
Work near moving mechanical parts	X			
Work in high, precarious places	X			
Fumes or airborne particles	X			
Toxic or caustic chemicals	X			
Outdoor weather conditions		X		
Extreme cold (non-weather)	X			
Extreme heat (non-weather)	X			
Risk of electrical shock		X		
Work with explosives	X			
Risk of radiation	X			
Vibration	X			

VISION DEMANDS:	Required
No special vision requirements.	
Close vision (clear vision at 20 inches or less)	X
Distance vision (clear vision at 20 feet or more)	X
Color vision (ability to identify and distinguish colors)	X
Peripheral vision	X
Depth perception	X
Ability to adjust focus	X

NOISE LEVEL:	Exposure Level
Very quiet	
Quiet	
Moderate	X
Loud	
Very Loud	