Telecommunications and Network Manager
College of Saint Mary/Omaha, Nebraska

College of Saint Mary is seeking a Telecommunications and Network Manager. As Telecommunications and Network Manager this individual is responsible for planning, organizing, implementing and maintain initiatives for IT infrastructure activities including network management (cabling, wireless, wired LANs and telephone); application and technical services, network server operations, security/ disaster recovery/business continuity; and the virtual infrastructure.

Primary Job Responsibilities:

The Telecommunications and Network Manager is responsible for planning, organizing, implementing, and maintaining strategies and initiatives in the following key areas:

- **Network Management** - Responsible for design, development, procurement, and ongoing support of CSM networks, including management of cabling facilities, wireless, wired local areas networks, wide area networks and telephone networks.
- **Applications and Technical Services** - Responsible for integration and ongoing support of applications and systems software for all CSM entities.
- **Network Server Operations** - Responsible for the design and implementation of CSM enterprise applications. Coordinate installation, maintenance with other specialized areas within campus community.
- **Security** - Responsible for IT security for CSM to include development of the appropriate policies and procedures for implementation as well as enforcement of the policies and procedures.
- **Disaster Recovery/Business Continuity** - Responsible for the development of Disaster Recovery/Business Continuity policies and procedures as well as enforcement of the policies and procedures.
- **Responsible for ongoing support of the CSM voice network, including changes to infrastructure and/or programming the telephone switch, voicemail system as well as VoIP/UC systems.**
- **Storage Area Network/Virtual Infrastructure** - Responsible for design, development, procurement, and ongoing support of CSM storage area network and virtualization technologies.

Secondary Responsibilities:

- Provide expert-level escalation for assisting the Help Desk in resolution of trouble calls for telecommunications, general hardware, software, and network administration areas as directed.
- Train IT staff on ongoing usage/administration of client/server applications.
- **IT Procurement** - Responsible for researching new products, identifying alternatives, negotiating contracts, conducting a cost benefit analysis, and procuring products.
- **Continued Education** - Responsible for continued technical and professional growth through hands on training, web based training, and/or professional reading.
- **Additional Responsibilities** - Perform other duties as assigned.

Qualifications:

- Bachelor’s degree in computer science or related field is strongly preferred.
- At least 3-5 years of experience in information technology.
• 3 years of experience in networking.
• At least 1 year of experience with telephony systems.
• Additional experience desired in PC hardware and software maintenance, helpdesk, telecommunications, and web page development.
• A confident individual with excellent interpersonal skills who can collaborate with the senior leadership team to keep them informed of IT plans, progress and issues; skillfully facilitate resolution to problems and conflicts; and operate with a high sense of integrity, honesty, and fair play.
• A dynamic personality with excellent communications skills (verbal, listening, and written) in both technical and non-technical settings.

Salary and Benefits:

The salary range is $47,341 - $55,000.

College of Saint Mary offers a wide array of benefits, including medical and dental coverage for you and your family, life insurance and disability programs, flexible spending accounts, 403b, tuition remission programs for dependent children at College of Saint Mary and tuition exchange programs with participating institutions.

About Omaha:

College of Saint Mary is located centrally in Omaha, the largest city in Nebraska. A growing city with metropolitan area population of 850,000 set among the rolling hills of the Missouri River Valley, Omaha is the home of five Fortune 500 companies, a world-class zoo, professional and semi-professional sports teams, and a nationally recognized community theater, ballet, and symphony.

Application:

If interested, please apply using the following link. Please put your resume, letter of interest, names and contact information for three professional references, including a minimum of one supervisor, in one document before you apply. When the system asks you to attach a resume please attach the document that contains all of the above information. The system allows only one attachment.

https://home.eease.adp.com/recruit/?id=6113301

College of Saint Mary is a Catholic university dedicated to the education of women in an environment that calls forth potential and fosters leadership. The University is an equal employment opportunity employer and does not discriminate against employees or job applicants on the basis of race, religion, color, sex, age, national origin, disability, veteran status, marital status, or any other status or condition protected by applicable laws, except where a bona fide occupational qualification applies.