

UNIVERSITY OF ARIZONA  
DEPARTMENT OF HUMAN RESOURCES  
CLASSIFIED STAFF EMPLOYEE JOB DESCRIPTIONS

---

**JOB CODE:** 73021

**TITLE:** Communications Network Analyst, Senior

**IT PAY BAND:** B11

**FLSA:** Exempt

**Purpose of Classification:**

Reviews, analyzes and responds to requests for communication network systems, and participates in network planning, design and development. Supports management, network users and technical staff in developing solutions to complex network questions or problems. Operates and maintains network facilities.

**Distinguishing Characteristics:**

This is the second in a series of three classifications. It is distinguished from the Communications Network Analyst which operates and maintains network facilities and supports network users in resolving network malfunctions. It is distinguished from the Communications Network Analyst, Principal which plans, designs and develops network infrastructure and policies and, in addition, manages large and/or complex projects, or acts as a functional team coordinator or staff specialist.

**Example of Duties:**

- Analyzes requests for communications network systems to determine feasibility, cost, equipment needs and time required. Determines appropriate use of resources. Implements new or upgraded systems.
- Participates in network planning, design and development projects; evaluates existing network resources, conducts needs analysis, researches hardware and software alternatives and conducts simulations of proposed solutions.
- Evaluates new hardware and software for completeness and compatibility with existing systems and recommends systems for purchase. Recommends operational, policy and procedural changes.
- Analyzes and/or troubleshoots complex network hardware and software malfunctions for management, network users and technical staff. Trains network users and technical staff to use the network. Coordinates activities with other technical staff.
- Operates communications network facilities, including links, routing and switching systems, and network monitoring and control facilities. Monitors and implements network use and security protocols. Uses and maintains tools for the monitoring and analysis of network activities.
- Maintains network infrastructure, hardware, software, services and configuration including upgrades. Installs, tests and optimizes network components and services.
- Maintains project documentation regarding network hardware and software installation and maintenance.

UNIVERSITY OF ARIZONA  
DEPARTMENT OF HUMAN RESOURCES  
CLASSIFIED STAFF EMPLOYEE JOB DESCRIPTIONS

---

- Guides technical staff on projects of limited scope or on portions of large/complex projects.

**Knowledge, Skills and Abilities:**

- Knowledge of the principles, operation and capabilities of current high-speed communications network hardware, software and protocols including security.
- Knowledge of the principles of communications network system operation, maintenance, monitoring and control.
- Skill in analyzing and solving network problems.
- Skill in network planning and design.
- Skill in assisting users with network malfunctions.
- Ability to communicate effectively verbally and in writing.

**Minimum Qualifications:**

- Five years of progressively responsible experience installing, operating and maintaining communications network hardware and software and participating in network planning and design; OR,
- Associate's degree in Computer Information Technology or related field AND four years of progressively responsible experience installing, operating and maintaining communications network hardware and software and participating in network planning and design; OR,
- Any equivalent combination of experience, training and/or education.

This description is intended to be generic in nature. It is not intended to determine specific duties and responsibilities of any particular position. Essential functions and overtime eligibility may vary based on the specific tasks assigned to the position.

Prepared: 05/01/09