

Position Title: Network Engineering Supervisor - Alabama	Department: CO Engineering
Reports To: Director of Network Engineering	FLSA Status: Exempt

General Summary:

The Network Engineering Supervisor is responsible for the voice network, voice application systems, and central office engineering in the Alabama region. This position includes responsibility for maintenance, improvements, capacity and upgrades for the relevant systems. The Supervisor is responsible for oversight, training, and safety of a staff of qualified network engineers. This position reports to the Oneonta or Arab, Alabama offices. Travel to Otelco properties throughout Alabama is required.

The Network Engineering team is responsible for designing, planning, and operating complex networking and voice systems to ensure optimal efficiency and cost-effectiveness through utilization of industry-best practices. The team is also responsible for complex switch translations, network monitoring and augmentation of facilities and equipment and central office records.

Essential Job Functions:

Team management of all functional responsibilities listed below,

- Plans, designs, and coordinates complex network augments and rearrangements
- Responsible for maintaining redundancy and sufficient capacity in voice network system
- Responsible for central office facilities, utilities, infrastructure, and related systems
- Network Planning – provides recommendations for long term planning and budget preparation.
- Provide technical assistance and support to other teams for major systems improvements.
- Maintains network drawings – floor plans for all CO's and remotes, bay diagrams.
- Prepares CO Work orders – face sheets, work print, material list, post records.
- Responsible for loading inside plant records into B/OSS
- Responsible for numbering inventory and reporting, NPA/NXX updates.
- Works with IXCs to interconnect with network.
- Complex translations (HPNA, NXX, COS, Prefix, address, orig tables, AMA, LNP, etc.)
- Traffic and AMA analysis.
- Access systems management and maintenance, including DSLAMs, OLTs, CMTS, and other related systems
- Management and maintenance of IPTV systems
- Manage local safety program and participate in ongoing development of company-wide policy.
- Track employee performance throughout the year and perform annual reviews.
- Work with Director to identify individual training and development plans for employees that help the company meet its objectives and retain and develop staff.
- Performs all other related duties as assigned by management.*

**These tasks do not meet the Americans with Disabilities Act definition of essential job functions and are usually less than 5% of time spent. However, these tasks still constitute important performance aspects of the job.*

Knowledge, Skills, and Abilities:

- Knowledge of rural and competitive telephone operations and subscriber services
 - Expertise in IP voice systems and SIP required
 - Experience with equal-access and presubscription process.

- Experience with complex translations
- Experience with central office installation, maintenance, and repair work
 - Experience managing and installing DC power systems
 - Experience managing and installing SONET network systems
 - Experience managing and installing DSL and Fiber Access equipment
 - Experience with DWDM, OTN, and Carrier Ethernet technologies
- Experience with Cable TV and DOCSIS technologies required
- Experience with IPTV technologies required
- Service provider IP Networking knowledge and experience required
- Knowledge of industry standards and best common operating procedures
- Knowledge of company products and services.
- Knowledge of company policies and procedures.
- Knowledge of general office procedures.
- Skill in operating various office equipment such as personal computer, copier, fax, two-way radio and telephone systems.
- Problem solving and network troubleshooting skills
- Ability to communicate with customers, co-workers, and various business contacts in a professional and courteous manner.
- Ability to follow written and oral instructions.
- Ability to work with numbers and calculations and create budgets and forecasts.
- Ability to pay close attention to detail and schedules.
- Travel throughout Alabama frequently required
- Occasional travel beyond Alabama may be required

Education and Experience:

Education: 2 or 4 year degree preferred, high school diploma required.

Experience: Minimum of ten years of relevant technical experience. Prior management experience required.

Physical Requirements:

PHYSICAL REQUIREMENTS	0-24%	25-49%	50-74%	75-100%
Seeing: Must be able to read computer screen and various reports.				X
Hearing: Must be able to hear well enough to Communicate with employees and business contacts.				X
Standing/Walking:		X		
Climbing/Stooping/Kneeling:		X		
Lifting/Pulling/Pushing:		X		
Fingering/Grasping/Feeling: Must be able to write, type, and use phone system.				X

Working Conditions:

This factor measures the surroundings or physical conditions under which a job must be done and the extent to which those conditions make the job disagreeable. Consider the presence and relative amount of exposure to dust, dirt, heat, fumes, contaminants, cold, noise, vibration, wetness, etc.

Typical office environment the majority of time: seldom exposure to outside conditions as necessary to support network recovery efforts.

Note: The statements herein are intended to describe the general nature and level of work being performed by employees and are not to be construed as an exhaustive list of responsibilities, duties and skills required of personnel so classified. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer.

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