August 10, 2022

TITLE:	**OT Network Administrator, Rail**
EMPLOYMENT TYPE:	**Exempt (Full-Time)**
DIVISION:	**Rail (Engineering)**
APPLICATION DEADLINE:	**Friday, September 16, 2022**
PAY RANGE:	**$1,914 - $2,871 per week ($99,511 – $149,267 estimated annual)**
WORK LOCATION:	**San Carlos, California**

JOB SUMMARY: The Network Administrator will report to the Deputy Director, Railroad Systems Engineering, and will be responsible for maintaining the system network that supports Positive Train Control (PTC) for the Peninsula Corridor Joint Powers Board (Caltrain).

EXAMPLES OF ESSENTIAL FUNCTIONS:

- Maintain the systems network for Positive Train Control (PTC).
- Develop and implement system security protocols.
- Design and maintain cabling in existing facilities; plan and install cabling in new facilities.
- Monitor and report on network performance metrics (including identifying when circuits and hardware are operating near maximum capacity).
- Troubleshoot and debug network-related problems to correct malfunctions and/or other operational difficulties.

EXAMPLES OF DUTIES:

- Maintain all systems are functional to ensure optimal ongoing performance.
- Approve and oversee operating manuals/procedures developed by various system providers and vendors.
- Administer the office systems' warranty and long-term maintenance support service agreements.
- Coordinate with other engineering functions on network systems.
- Administer the contracts for maintenance and administration of the PTC office systems.
- Address network interface issues that relate to all subsystem's integration and interface (i.e., on-board, communications, office train control, and wayside).
- Review and approve the preparation of network configuration engineering designs, drawings, and specifications.
- Identify and resolve technical issues.
- Perform project design reviews for regulatory compliance and cost effectiveness.
- Perform all job duties and responsibilities in a safe manner to protect yourself, fellow employees, and the public from injury or harm. Promote safety awareness and follow safety procedures in an effort to reduce or eliminate accidents.
- Perform other duties as assigned.

SUPERVISION: Works under the general supervision of the Deputy Director, Railroad Systems Engineering, who establishes goals and objectives and evaluates performance who establishes goals and objectives, monitors and evaluates performance.

MINIMUM QUALIFICATIONS: Sufficient education, training, and experience to demonstrate the knowledge and ability to successfully perform the essential functions of the position. Development of the required knowledge and abilities is typically obtained through but not limited to:

- Bachelor's degree in Electrical/Electronic Engineering, Computer Science, or related field.
- Three (3) years of network administration experience in a Linux/UNIX based server environment, including integration of Commercial Off the Shelf (COTS) hardware and software. Work experience in a Railroad System Engineering environment is highly desirable.

PREFERRED QUALIFICATIONS:

- Experience in a Railroad System Engineering environment is highly desirable.
- Experience with Bourne Again Shell (BASH), Ruby, and Python in a variety of operating system environments including Windows and Linux/Unix.
- Working knowledge with software, computers, operating systems (such as UNIX, Linux, and Microsoft), data communications, information assurance, data security, and networking technologies.
- Working knowledge of software and network protocols, and system integration with Commercial off the Shelf (COTS) hardware and software.
- Experience with messaging protocols such as Red Hat Enterprise (RHE), and Advance Messaging Queuing Protocol (AMQP).
- Proficient in Microsoft Office applications.
- Effective written and verbal communication and presentation skills.
- Possess a valid California driver license with a safe driving record.
- CUCP or other State Unified Certification Program DBE Certification training is desirable**.**

SELECTION PROCESS MAY INCLUDE: The process will include a panel interview and may include written and skills test assessments or supplemental questions. Only those candidates who are the most qualified will continue in the selection process. Meeting the minimum qualifications does not guarantee an invitation to continue in the process.

EMPLOYEE BENEFITS:
For further benefit details please go to: https://www.caltrain.com/about-caltrain/jobs

Holidays:	Seven (7) paid holidays, plus up to four (4) floating holidays per year
Time Off:	Paid Time Off: 26 days per year
Cafeteria Plans:	Medical, dental, vision care, group life insurance, and more
Transportation:	Free Caltrain transportation for employees and free bus transportation for employees and qualified dependents
Retirement:	Social Security and California Public Employees Retirement Systems (CalPERS)

- o Classic Members – 2% @ 60 benefit formula, 3-year average of highest compensation
- o New Members – 2% @ 62 benefit formula, 3-year average of highest compensation

HOW TO APPLY:

- To apply, please visit the https://www.caltrain.com/about-caltrain/jobs. Complete an online employment application by 11:59 pm on Friday, September 16, 2022. A resume will not be accepted in lieu of the application. Incomplete applications will not be considered.
- The Human Resources Department will make reasonable efforts in the recruitment/examination process to accommodate applicants with disabilities upon request. If you have a need for an accommodation, please contact the Human Resources Department at (650) 508-6308 or email written request to hr@samtrans.com.
- SamTrans celebrates diversity and is committed to creating an inclusive and welcoming workplace environment. We are an Affirmative Action/Equal Opportunity Employer. Minorities, Women, Persons with Disabilities and Veterans are encouraged to apply.