

**March 15, 2024**

**JOB VACANCY ANNOUNCEMENT**

**Administrative Office of the Illinois Courts  
3101 Old Jacksonville Road  
Springfield, IL 62704**

*Applicants may be required to submit additional material and/or complete job specific tests for this position.*

<b>Position:</b>	Network Engineer
<b>Division:</b>	Judicial Management Information Services (JMIS)
<b>Salary:</b>	\$75,324 per year or commensurate with experience
<b>Benefits:</b>	An attractive judicial branch benefits package is offered, including pension, medical, dental, vision and life insurance, as well as deferred compensation and generous leave time.
<b>Location:</b>	Springfield, IL
<b>Reporting Relationship:</b>	Skip Robertson, Chief Information Officer

The Administrative Office of the Illinois Courts' JMIS Division is seeking a Network Engineer to provide technical hardware and software support for networks, firewalls, Azure platform and services and other cloud systems. The position is based in the AOIC's Springfield, IL office and the position will require travel throughout Illinois.

**Essential Duties:**

The Network Engineer position is responsible for the administration, performance, and continuing operation of servers (cloud and on-premise), server software, network equipment, and services provided throughout the enterprise. This includes designing, planning, and implementation of an effective, secure, and scalable Azure cloud architecture, Microsoft cloud services, and integration of cloud and on-premise servers and services, including SQL databases, storage systems, SharePoint, and other services across the enterprise. Responsibilities include user management, configuration and installation of servers and network equipment, all aspects of network and computer security, patch management, and the secure operation of servers, computers, and networking equipment. Responsibilities include managing the Court's domains, active directory and user account authentications, group and security policies, support of all data circuits (dedicated and ISP), wireless networks, and programming of LAN/WAN technologies (firewalls, routers, VLAN's, and VPN's).

This position requires a comprehensive knowledge of architecting, implementation, and experience with Microsoft technologies and Azure cloud solutions. Hands on knowledge of IT infrastructure and networking technologies, including experience with Active Directory, TCP/IP, DNS, DHCP, and VLAN's. The Network Engineer position requires experience with servers, server components, storage systems, security and vulnerability management, and monitoring the operation and health of a data center and distributed WAN enterprise. The Network Engineer should have 3-4 years' experience programming Cisco network equipment, including switches and firewalls, and other networking products.

The Network Engineer position requires strong analytical skills, the ability to think critically, solve

complex issues, manage and prioritize multiple projects, the ability to develop implementation plans and schedules, possess strong written communication skills, and the ability to adapt to dynamic work assignments. This position requires travel and after-hours work as needed, including response to system alerts (e-mails or text), which may require after-hours analysis and remediation.

The Network Engineer position works under the supervision of the Chief Information Officer and requires a high degree of communication and coordination with JMIS staff including the IT Security group, other Network Engineers, Hardware/Software group, and third-party IT partners. Tasks include implementation, monitoring, and analysis of servers, network equipment, and services in support of the enterprise users. Ability to timely administer and assign online services, including creating and managing Azure VM's, Office 365 administration, device management (Intune), SQL instances, enterprise SharePoint sites, BI reporting capabilities, and other Azure-based hardware, software solutions. The Network Engineer position requires detailed technical analysis, ability to produce system documentation, ability to solve complex issues with a logical approach, project planning and time management. The Network Engineer position requires a disciplined approach to all tasks, high attention to detail, the ability to maintain confidential information, and work effectively with coworkers. Detailed working knowledge of Microsoft Office products, including Word, PowerPoint, Excel, Outlook, and Visio. Performs other duties as assigned.

**Experience, Education, and Training Requirements:**

A Bachelor of Science degree in Information Technology or equivalent work experience is preferred. The successful candidate must possess strong oral and written communication skills, be very detail-oriented and disciplined in procedures and assignments, have excellent project and time management skills and be self-motivated. The ability to work alone, with colleagues and third-party service providers is important.

**Physical Requirements:**

Professional office work environment and dress. Remote work available. Applicants must have the ability to work some additional hours and travel, including some overnight stays. The ability to work alone, with colleagues and third-party service providers is important.

This position requires the ability to lift and move computers, servers, peripherals, storage systems, UPS, and computer accessories. Applicant must possess a valid Illinois driver's license and demonstrate proof of automobile insurance to operate a personal vehicle on state business, as well as maintain a safe driving record.

**Interested individuals should submit - via email - a letter of interest, resume and completed [Judicial Branch Employment Application](#) to:**

**[CourtEmployment@IllinoisCourts.gov](mailto:CourtEmployment@IllinoisCourts.gov)**

**This position will remain open until filled.**

**EQUAL OPPORTUNITY EMPLOYER**