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| IT – Staff Augmentation | Senior IT Engineer | IT- SRITPM | A | 1 of 4 |
| Sector: Public Sector | Sub Sector: Transportation | Region: Los Angeles | | |

PURPOSE

Logic Technology Consulting Group is currently seeking a well-qualified experienced **Senior IT Engineer**, who specializes in various levels of PMO activities to support the PMO function for one of our clients in Downtown Los Angeles.

Our Client is specifically seeking a **Senior IT Engineer** (Skillsets in designing IT infrastructure through design, construction, and activation stages) in a full-time capacity.

GENERAL REQUIREMENTS

- a) This position is aligned with the client’s normal administrative working hours; however, overtime, on-call, weekend/holiday work may be required.
- b) The position will primarily be working onsite at the Client’s headquarters location in Downtown Los Angeles; however, travel to other Client facilities may be required. Client transportation vehicles are available; however, it may be necessary for the **Senior IT Engineer** to utilize their own car and these car expenses will be eligible for reimbursement.
- c) When onsite, the **Senior IT Engineer** shall work closely with their supervisor to plan the expected work for each assignment.
- d) The selected candidate must be able to agree to scheduling flexibility is required since Client’s activities are driven by a combination of internal and external dependencies.
- e) During working hours, **Senior IT Engineer** must possess a cell phone for Client related communications.
- f) **Senior IT Engineer** shall back up all work products at the end of each workday onto a Client designated storage area/device. Appropriate access to Client networks will be provided.
- g) The selected candidate will be required to complete a Client Confidentiality Agreement
- h) The selected candidate must have a core competency in delivering information technology infrastructure projects within the information technology industry and must have delivered similar services in the recent past and supported with references.
- i) The selected candidate must have a proven track record delivering executive level consulting services to large organizations with transportation industry experience being highly desirable.
- j) Experience working within the transportation industry and ITS (or similar government agencies) processes is highly desirable.
- k) Knowledge of PMO Administration systems and tools is highly desirable. The PMO department utilizes the following systems and tools:
 - 1. Microsoft Project & Visio for scheduling and work flow processing.
 - 2. Microsoft Excel, Word, and PowerPoint and SharePoint.

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SENIOR IT ENGINEER

Basic Function

Senior IT Engineer (SITE) will work under the direction of the IT Project Manager Office and will perform specific assignments supporting the projects for which the PMO's IT Construction group is responsible. Senior IT Engineer performs requirements definition, solution design, engineering documentation and implementation activities for complex data, video and voice communications systems on major IT infrastructure projects.

MAJOR ACTIVITIES AND DUTIES

COMMUNICATIONS MANAGEMENT

1. Prepares IT network infrastructure solution designs and provides technical assistance in the installation of new or upgrades of existing analog and digital communications systems by documenting business and technical requirements, drafting a solution design, preparing implementation plans, assessing and allocating resources and facilitating staff training.
2. Produces PM documentation consistent with ITS' IT Construction Lifecycle methodology from project inception through closeout.
3. Documents existing systems architecture & technology portfolio to promote currency of installed, operational systems.
4. Acts as project lead in designing communications systems to include access control, public address, video surveillance, local area networks (LANs) and wide area networks (WANs), including data, voice, video and other low voltage cable infrastructures.
5. Identifies, tests, diagnoses and resolves communications systems performance problems across a multi-platform technology environment.
6. Reviews contract documents for compliance with design codes and standards, design criteria and policies and procedures.
7. Reviews and verifies contractor invoices.
8. Interacts with vendors to resolve communications equipment and telephone network issues.

CONFIGURATION MANAGEMENT

1. Designs IT infrastructure, coordinates system build activities for data connectivity, and configures related network routers, switches, and other IT-related equipment.
2. Interfaces with Change Control Committee and technical staff to facilitate daily operations and processes for both hardware and software platforms including the coordination of service and repair of equipment and systems.
3. Collaborates with vendors and manufacturers to discuss technology alternatives, product roadmap, and arrange for demonstrations; evaluates products and makes recommendations.

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PROJECT MANAGEMENT

1. Works with Project Manager to develop plans, schedules, and bills of material.
2. Identifies project risks and issues and works to mitigate risks and resolve issues.
3. Updates project management information into the enterprise Project Management System
4. Prepares periodic project status reports and delivers project status presentations to ITS and stakeholder management personnel.

KNOWLEDGE/EXPERIENCE REQUIREMENTS

The **Senior IT Engineer** must possess demonstrable knowledge in the following areas:

1. Must fully understand various technology platforms/systems: radio communication, public address, analog networks (voice), data networks (data & voice), microwave radio, video surveillance, etc.
2. Must have broad knowledge of IT infrastructure components.
3. Contract administration especially related to use of third party vendors on IT projects.
4. Working knowledge of modern project management methodologies and systems for managing IT and infrastructure construction projects.
5. Theories, principles, and practices of radio, video, microwave radio, telephone, fiber optics, communications engineering design and construction
6. Experience collaborating with architects, engineers and other construction and building specialists during the design/ build process.
7. Hands-on experience with construction practices and BICSI requirements as they relate to low voltage voice/data infrastructure.
8. Ability to read, understand construction plans and technical specifications.
 - a. Experience reviewing 'As-Built" drawings reflecting changes from the base contract documents to include approved change order requests, clarifications, correspondence and field conditions.

SKILLS QUALIFICATIONS

The **Senior IT Engineer** must have the following minimum qualifications:

1. Bachelor's degree in Electrical, Electronics or Telecommunications Engineering, Computer Science, Information Systems, or related field.
2. 10 years' experience in engineering communications or network systems including the design and installation of large communications systems, electronic, radio or data networks.
3. 5 years performing network engineering project work serving in the role of PM or Project Lead.

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4. CISCO LAN/WAN/VoIP certification(s) (desirable).
5. Certifications/Licenses: BICSI RCDD, BICSI OSP (desirable).
6. FCC Commercial Operator License (desirable).
7. Valid California Class C driver license. Consultants must be willing and able to travel using personal mode of transportation from the Client’s headquarters facility in downtown Los Angeles to various Client facilities as needed in order to complete project work.
8. Must have a working knowledge of the Microsoft Office applications (MS Word and Excel are required; Visio and Project are desired).

PERSONAL ATTRIBUTES

The following characteristics apply to this position.

1. Able to exercise independent judgment and take action.
2. Excellent analytical and creative problem-solving skills.
3. Excellent listening, interpersonal, written and oral communication skills.
4. Logical thinking and efficient execution skills with keen attention to detail.
5. Highly self-motivated and directed.
6. Ability to effectively prioritize and execute tasks while under pressure.
7. Strong customer service orientation.
8. Experience working in a team-oriented, collaborative environment.
9. Read, write, speak, and understand English.

SPECIAL CONDITIONS

The following special conditions apply to this position.

1. Consultant must complete a Client-sponsored safety course and maintain this safety certification prior to performing any project work at a construction site.
2. Consultant shall complete Client’s Environmental Management System Course.