



OPTK Networks is looking to hire an experienced NOC Manager to join the team. The NOC Manager is accountable for the reliability and dependability of the network. This position manages the NOC staff responsible for monitoring and diagnosing network alarms, coordinating network activity, and scheduling maintenance for all network impacting events.

### **Responsibilities**

- Responsible for network reliability and monitoring of network equipment.
- Coordinate and perform routine scheduled maintenance of all network equipment
- Facilitate internal/external network-network interface turn-ups
- Create and status customer and network trouble tickets
- Maintain proper documentation for all access codes, addresses, contacts, and special instructions for all POP's, Nodes, customers.
- Outage triage and restoration
- Trouble ticket escalations
- Manage inventory
- Project management duties for network projects
- Performs other functions and duties as may be directed or assigned

### **Preferred Talents**

- Effective communicator – written and verbal
- Time management skills
- Flexibility
- Self-motivated
- Independent with good judgement

### **Qualifications**

- Minimum of 3-5 years of experience in telecommunications or related field required. Technical training in telecommunication or related field preferred.
- Supervisory experience preferred
- General financial/accounting understanding required
- Previous project management experience preferred

### **Working Environment**

Some duties performed outside of normal work hours.

### **OPTK Networks is an Equal Opportunity Employer**

Job Type: Full-time