



**NEVADA LEGISLATIVE COUNSEL BUREAU  
ADMINISTRATIVE DIVISION  
Information Technology Services Unit**

**MASTER IT PROFESSIONAL I – Network Engineering**

Carson City or Las Vegas, Nevada

Salary up to \$144,510 (employee/employer paid retirement plan)

The Information Technology Services (ITS) Unit of the Legislative Counsel Bureau (LCB) is seeking a diverse pool of qualified applicants for the position of Master IT Professional I – Network Engineering within the Administrative Division. The LCB is embarking on a groundbreaking modernization project to enhance its technological infrastructure and is seeking a Master IT Professional to assist in this modernization effort. The LCB is a nonpartisan, legislative service agency that provides professional, technical and administrative support to the Nevada Legislature, which convenes biennially in odd-numbered years for 120-day sessions and for rare special sessions during the interim periods. The ITS Unit provides technical support to legislators, legislative staff and the LCB. This is a full-time position located in Carson City or Las Vegas, Nevada.

**Position Description:** Under the general supervision of the IT Manager – Infrastructure, the Master IT Professional I will function as a subject matter expert for network infrastructure, including without limitation, wired, wireless, firewalls and remote access. Responsibilities of the Master IT Professional I may include, without limitation:

- Providing first-class customer service to legislators, legislative staff, the LCB and, occasionally, members of the public;
- Supporting the smooth operation of technology systems during public meetings;
- Collaborating with other LCB units and divisions to provide a seamless experience for all users;
- Leading the design, installation, maintenance and troubleshooting of the Legislature's network infrastructure;
- Preparing documentation of work performed in the IT Service Management Tool (ITSM);
- Continuously updating and maintaining unit run books as solutions change and the environment evolves;
- Installing, configuring, maintaining, and troubleshooting commercial off-the-shelf and in-house network management software;
- Supervising junior IT Professionals or technicians, especially during the legislative session;
- Participating in and leading projects within the IT Infrastructure team, such as hardware inventory/lifecycle management, mass configuration updates and firmware upgrades;
- Championing the use of network automation tools and infrastructure-as-code;

- Developing and maintaining configuration and security baselines for network infrastructure in cooperation with the Information Security Officer;
- Proficiency with the Microsoft Office Suite, and general operation of common office equipment such as scanners, multi-function copiers, telephones and printers;
- Assisting with other initiatives and projects within the ITS Unit as necessary; and
- Performing other duties as assigned.

**Minimum Qualifications:** The Master IT Professional will be selected with special preference given to the candidate's training, experience and aptitude in the field of network infrastructure. A qualified candidate must have: (1) a high school diploma/GED; (2) a valid driver's license; (3) at least 10 years of professional experience in network infrastructure; or (4) an equivalent combination of education and experience. Valid Extreme Networks or Fortinet professional level certifications may reduce the experience requirements by up to 3 years.

The ideal candidate will demonstrate:

- Expertise in delivering exceptional customer service to end users from diverse backgrounds and skill levels;
- The ability to work both independently and with a team;
- Subject matter expertise in the design, implementation and day-to-day operation of Extreme Networks switching infrastructure, especially Extreme fabric-based networks in data center and access environments;
- Subject matter expertise in the design, implementation and day-to-day operation of Fortinet network security products, especially firewalls, logging appliances and management appliances such as FortiGate, FortiManager and FortiAnalyzer;
- Subject matter expertise in the design, implementation and day-to-day operation of zero trust remote access solutions, especially Checkpoint Quantum or Perimeter 81;
- General knowledge of network security products such as spam filters, firewalls and vulnerability scanners;
- Proficiency in managing multi-vendor access and distribution networks;
- Mastery in using network documentation tools such as a Configuration Management Database (CMDB), Microsoft Visio, Omni Group's OmniGraffle, PlantUML or similar software;
- General knowledge of Infrastructure as a Service (IaaS), such as Microsoft Azure;
- Experience with ITSM platforms, such as HaloPSA/HaloITSM, ServiceNow, N-Able, ManageEngine, Freshdesk, Ivanti Heat, ConnectWise PSA, SysAid and Team Dynamix;
- Familiarity with Remote Monitoring and Management (RMM) platforms, such as NinjaOne, Atera, Pulseway, SuperOps, Syncro, N-Able and Naverisk;
- Experience with remote support tools, such as Ninja Remote, ConnectWise Control/Screenconnect, Bomgar, Splashtop, DameWare and TeamViewer;
- Proficiency with automation concepts and tools, such as Python, Ansible, Saltstack, NAPALM and Netmiko; and
- The ability to lift and move medium to large items weighing up to 80 pounds, without assistance, employing proper safety techniques.

**Salary:** The annual salary for this position is based upon a Grade 44, which has a salary range of \$95,630 to \$144,510 for the employee/employer-paid retirement option. An employer-paid contribution plan is also available with a reduced salary in lieu of an employee contribution. Actual starting salary will be based on experience.

**Benefits:** The benefits include the accrual of paid annual and sick leave, health insurance, and membership in the state's retirement plan. For additional information on retirement options and benefits, please visit the [Public Employees' Retirement System of Nevada](#). For a description of the current health, dental and vision benefits, please visit the [Nevada Public Employees' Benefits Program](#). Other optional benefits are also available, including a deferred compensation program.

**Working Conditions:** The work is performed in a formal office environment. Overtime is required during legislative sessions and certain other periods as necessary to meet the demands of the Legislature. When overtime is worked, the Master IT Professional may earn compensatory time that can be taken at a later date or be paid for the overtime, consistent with the LCB Rules and Policies and subject to budgetary limits. Occasional travel may be required between Carson City and Las Vegas, Nevada. Such travel may be outside normal business hours.

**Application Process:** All applicants who meet the minimum qualifications may apply by submitting a [LCB Employment Application](#), cover letter and current resume via email to [LCBHR-jobs@lcb.state.nv.us](mailto:LCBHR-jobs@lcb.state.nv.us) or by mail to:

Legislative Counsel Bureau  
Attn: Human Resources  
401 S. Carson Street  
Carson City, Nevada 89701-4747

Applications will be accepted on a rolling basis and the application period will remain open until the position is filled. Applicants are therefore strongly encouraged to submit their applications as soon as possible. Hiring may occur at any time during the recruitment process.

The successful candidate must undergo a background check.

**The Legislative Counsel Bureau is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion or belief, national origin or ancestry, age, sex, sexual orientation, gender identity or expression, disability, pregnancy, domestic partnership, political affiliation, genetic information, or compensation history, or any other characteristic protected by applicable law. The Legislative Counsel Bureau will not tolerate discrimination or harassment based on any of these characteristics, nor will it tolerate unlawful retaliation. Applicants may contact [LCBHR@lcb.state.nv.us](mailto:LCBHR@lcb.state.nv.us) to request reasonable accommodations to participate in the hiring process and will not be disqualified from consideration based upon such requests.**

(Revised 9/23/2024)