



**Location for this position:**

**Rowmark**  
**5409 Hamlet Dr.**  
**Findlay, Ohio 45840**  
**[www.rowmarkllc.com](http://www.rowmarkllc.com)**

**Title:** Senior Network Analyst

**Reports To:** Director of IT

**Primary Purpose:** Manage and coordinate the company's networking infrastructure and phone systems

**Expected Attributes of Employees:**

- Exhibit a positive attitude
- Show personal drive, ambition, and always maintain integrity
- Demonstrate honesty and trustworthiness
- Set personal and professional goals, while demonstrating high work ethics
- Balance issues emotionally and objectively
- Communicate at the most direct level
- Inspire others
- Empathize with other employee concerns

**Qualifications:**

- Ability to operate computer and server hardware/software relative to the position
- Strong verbal and written communication skills
- Good planning, organization and time management skills
- Background in data system implementation and installation, experience installing and upgrading Windows based PC's, experience installing, upgrading and managing Windows networks and servers
- Microsoft Certification(s)
- Bachelors degree in Information Systems Management or equivalent
- Experience designing and building infrastructure networks, migrations, new environments, etc.
- Experience with managing carrier networks
- Experience with maintaining vendor relationships

**Networking and Server Infrastructure Skills:**

- Experience with layer2 and layer3 Cisco switching and routing – routing protocols including BGP
  - Brocade/Ruckus a plus
- Experience with WAN network design and maintenance (MPLS, IPsec)
- Experience with zone-based firewall design, configuration, and maintenance
- SIP SBC Ingate experience a plus
- Vendor Meraki and Palo Alto a plus
- Experience with VMware vSphere design, configuration, maintenance
- Experience with iSCSI storage arrays
- Windows Server Administration Roles (AD DS, DHCP, DNS, Print, File, Federation Services, Terminal Services, Deployment, WSUS, etc)
- Microsoft Exchange Management Experience
- Veeam Backup a plus



### **Primary Duties & Responsibilities:**

- Consults with management to analyze computer system needs for management information and functional operations. Determine scope and priorities of projects, and to discuss system capacity and equipment acquisitions
- Recommends and develops plans for systems development, budget, staffing, operations, hardware and software purchases
- Manages the development, implementation, installation, and operation of network technologies and applications running on internal servers and hosted applications.
- Develops, implements, and monitors information systems policies, security policies and controls to ensure data accuracy, security, legal and regulatory compliance
- Works with vendors, consultants and technical personnel for services and products
- Provides support to end users in the selection, procurement, usage and maintenance of software programs and hardware
- Manages computer operation scheduling, backup, storage, and retrieval functions
- Reviews reports of computer and peripheral equipment productions, malfunctions, virus reports and maintenance to determine costs and impact, and address issues
- Develops, maintains, and tests disaster recovery plan
- Supports users with computer related problems such as network access, software and hardware problems
- Adds, removes and changes user profiles for logging on to the network and e-mail
- Analyzes the strategic need for new and/or upgraded information technology
- Maintains the building's Habitec security system
- Remains available for after hours support, as needed
- Manages and operates network functionality globally
- Completes all other projects and tasks assigned by supervisor

### ***At Rowmark, we are passionate about making our customers look great!***

We proudly manufacture, market and distribute of a wide array of innovative and quality products for our customers primarily in the awards, recognition and signage markets.

Founded in 1997, our company has developed into the leader in the markets we serve. Our state-of-the-art manufacturing, warehousing and distribution systems continue to be keys to our success.

Rowmark's family of companies is headquartered in Findlay, Ohio, where it manufactures its plastic sheet materials in a new 88,000 square foot facility. Our extensive product line of sheet materials are distributed in over 80 countries around the world.

Rowmark also owns and operates a separate lamination and film business unit in Trenton, NC as well as an additional customer service/distribution centers located in Belgium and Australia. In October 2013, our company partnered with Bertram Capital, staging us for major growth.

We have recently joined forces with several very successful domestic distributors (Johnson Plastics, LaserBits and Bur-Lane), leading to our introduction of Johnson Plastics Plus in 2017 as the leading supplier/distributor to our customers in the engraving, sign-making, awards/recognition, industrial, hospitality, hobby markets. As part of the Rowmark family of companies, Johnson Plastics Plus strives to provide world class service to our customers every day with eleven distributions points throughout the United States.

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Rowmark is an Equal Opportunity Employer that values our employees and offers a competitive pay and benefits package, an encouraging, supportive environment with training, professional development, recognition programs and career growth opportunities. Our benefits include profit-sharing, medical, dental, vision, 401(k), life insurance, flexible spending account options, short-term and long-term disability, vacation and paid company holidays.

We believe that people have always been and will continue to drive the success of our company. If this sounds like the opportunity for you, we invite you to submit your name for consideration.

Please send resume and salary requirements to: [kwinner@rowmark.com](mailto:kwinner@rowmark.com)