

CHAPTER 67



INFORMATION SYSTEMS TECHNICIANS, SUBMARINES, NETWORK (ITN)

NAVPERS 18068F-67A
Change 102

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NAVY ENLISTED OCCUPATIONAL STANDARD

FOR

INFORMATION SYSTEMS TECHNICIANS, SUBMARINES, NETWORK (ITN)



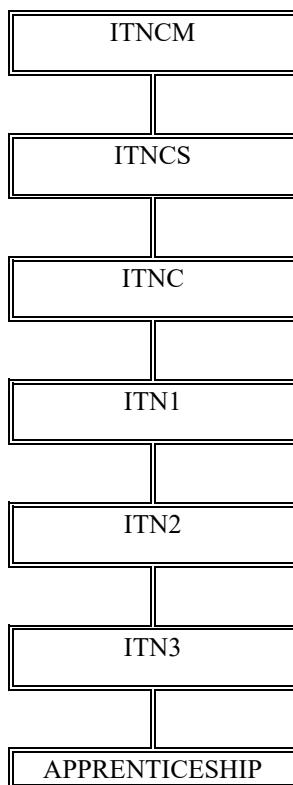
SCOPE OF RATING

Information System Technicians, Submarines, Network (ITN) perform core and specialty functions in network administration, cybersecurity, and Information Technology (IT) operations; secure, defend, and preserve data, networks, and net-centric capabilities; build, configure, deploy, operate, and maintain IT networks and capabilities; troubleshoot and assist with the use of computer hardware, software, printers, and peripherals; implement security controls and defensive countermeasures; monitor and protect network computer systems, and handle threat and vulnerability assessments; conduct system backups and restores; train end-users on new technologies and systems, and perform network accreditations and certifications; manage unit-level Information Systems Security (ISS) and integration across platforms, fleets, and services; operate and maintain General Purpose Test Equipment (GPTE) and auxiliary equipment; ensure quality control, and develop strategic plans to define long-term goals and objectives.

This Occupational Standard is to be incorporated in Volume I, Part B, of the Manual of Navy Enlisted Manpower and Personnel Classifications and Occupational Standards (NAVPERS 18068F) as Chapter 67.

GENERAL INFORMATION

CAREER PATTERN



Normal path of advancement to Chief Warrant Officer and Limited Duty Officer categories can be found in OPNAVINST 1420.1.

For rating entry requirements, refer to MILPERSMAN 1306-618.

SAFETY

The observance of Operational Risk Management (ORM) and proper safety precautions in all areas is an integral part of each billet and the responsibility of every Sailor; therefore, it is a universal requirement for all ratings.

Job Title**Information Technology Network (ITN) Specialist****Job Code****002836****Job Family**

Computer and Mathematical

NOC

TBD

Short Title (30 Characters)

IT NETWORK SPECIALIST

Short Title (14 Characters)

IT NET SPEC

Pay Plan

Enlisted

Career Field

ITN

Other Relationships and Rules

NEC TXXX series and other NECs as assigned

Job Description

Information Technology Network (ITN) Specialists perform core and specialty functions of network administration within physical and virtual environments; troubleshoot and assist with the use of computer hardware and software including printers and software applications; conduct system backups and restores; install applications and peripherals; monitor and protect network computer systems by detecting and reporting threats of network intrusion and unauthorized access; protect information from and recover information after loss or damage using backups, virus detection, and recovery software procedures; utilize Information Assurance (IA) and Computer Network Defense (CND) programs; conduct threat and vulnerability assessments; provide specialized technical support for network-related issues; identify and resolve complex technical problems; perform hands-on system maintenance; train end-users on new technologies and systems; and perform network accreditations and certifications.

DoD Relationship**Group Title**

ADP Computers, General

DoD Code

115000

O*NET Relationship**Occupation Title**

Communications Network Support Specialists

SOC Code

15-1231.00

Job Family

Computer and Mathematical

Skills*Operation and Control**Technology Design**Equipment Maintenance**Repairing**Troubleshooting**Management of Material Resources**Installation**Systems Evaluation**Quality Control Analysis**Reading Comprehension***Abilities***Written Comprehension**Information Ordering**Deductive Reasoning**Problem Sensitivity**Inductive Reasoning**Written Expression**Category Flexibility**Flexibility of Closure**Originality**Selective Attention***COMMUNICATIONS SECURITY (COMSEC)****Paygrade****Task Type****Task Statements**

E4

NON-CORE

Destroy Communication Security (COMSEC) materials

E4

NON-CORE

Identify Communications Security (COMSEC) discrepancies

E4

NON-CORE

Load Communications Security (COMSEC) equipment

E4

NON-CORE

Load Communications Security (COMSEC) materials

E4

NON-CORE

Receive Communications Security (COMSEC) materials

E4

NON-CORE

Store Communications Security (COMSEC) material

E4

NON-CORE

Validate Communications Security (COMSEC) material

CYBER SECURITY**Paygrade****Task Type****Task Statements**

E4

CORE

Analyze Information Systems Security (ISS) requirements

E4

CORE

Maintain Information Systems Security (ISS) logs

E4

CORE

Report Information Systems Security (ISS) incidents

E4

CORE

Report Information Systems Security (ISS) violations

E4

CORE

Report Information Systems Security (ISS) vulnerabilities

E4

CORE

Scan Information Systems (IS) for vulnerabilities

E4

CORE

Verify Information Systems Security (ISS) software programs operations

NETWORK MANAGEMENT

<u>Paygrade</u>	<u>Task Type</u>	<u>Task Statements</u>
E4	CORE	Apply Information Systems (IS) file and folder permissions
E5	CORE	Install network components

NETWORK OPERATIONS

<u>Paygrade</u>	<u>Task Type</u>	<u>Task Statements</u>
E4	CORE	Analyze Information System (IS) trends (e.g., hardware, software, network, etc.)
E4	CORE	Analyze network audit logs
E4	CORE	Archive computer Information System (IS) logs
E4	CORE	Backup Information Systems (IS)
E4	CORE	Configure anti-virus software
E4	CORE	Configure Information Systems (IS) application software
E4	CORE	Configure Information Systems (IS) network hardware
E4	CORE	Configure peripherals
E4	CORE	Configure print services
E5	CORE	Configure server Operating System (OS) software
E5	CORE	Configure server-based applications (e.g., Threat Management Gateway (TMG), eTagout, etc.)
E4	CORE	Configure software-based analysis tools
E4	CORE	Configure storage devices
E4	CORE	Configure workstation network connectivity
E4	CORE	Configure workstation Operating System (OS) software
E4	CORE	Create workstation images
E5	NON-CORE	Design intranet websites
E4	CORE	Document server Operating System (OS) errors
E4	CORE	Document trouble tickets
E5	NON-CORE	Implement Emissions Control (EMCON)
E4	CORE	Implement system vulnerability patches
E4	CORE	Install network software
E4	CORE	Install Operating Systems (OS)
E4	CORE	Install peripherals
E4	CORE	Install storage devices
E4	CORE	Inventory computer Information Systems (IS) assets
E4	CORE	Load image software
E4	CORE	Maintain domain accounts
E4	CORE	Maintain Information Systems (IS) assets
E4	NON-CORE	Maintain intranet websites
E4	CORE	Maintain network databases
E4	CORE	Maintain onboard training systems (e.g., Submarine on Board Training (SOBT), Non-Tactical Data Processing System (NOSIS), etc.)
E4	CORE	Maintain Program of Record (POR) applications (e.g., eTagout, Non-Tactical Data Processing System (NOSIS), etc.)

NETWORK OPERATIONS (CONT'D)

<u>Paygrade</u>	<u>Task Type</u>	<u>Task Statements</u>
E4	CORE	Maintain Virtual Private Networks (VPN)
E4	CORE	Perform system file maintenance
E4	CORE	Prepare network status reports
E4	CORE	Recover computer Information Systems (IS)
E5	CORE	Recover systems using Disaster Recovery Plan (DRP)
E4	CORE	Remove storage devices
E4	CORE	Repair client software
E4	CORE	Repair computer Information Systems (IS)
E4	NON-CORE	Repair intranet websites
E4	CORE	Repair network components (e.g., Local Area Network (LAN) cables, modules, etc.)
E4	NON-CORE	Repair peripherals
E4	CORE	Review equipment status for proper operation
E4	CORE	Shut down computer Information Systems (IS)
E4	CORE	Start up computer Information Systems (IS)
E4	CORE	Transfer files (e.g., Trivial File Transfer Protocol (TFTP), Secure Shell Protocol (SSP), etc.)
E4	CORE	Troubleshoot client applications
E4	CORE	Troubleshoot computer Information Systems (IS)
E5	CORE	Troubleshoot databases (e.g., SQL, Oracle, Microsoft (MS) Access, etc.)
E4	CORE	Troubleshoot file and folder access problems
E4	NON-CORE	Troubleshoot intranet websites
E4	CORE	Troubleshoot network components
E4	CORE	Troubleshoot networks
E4	CORE	Troubleshoot Operating Systems (OS)
E4	CORE	Troubleshoot peripherals
E4	CORE	Troubleshoot Program of Record (POR) applications (e.g., eTagout, Non-Tactical Data Processing System (NOSIS), etc.)
E4	CORE	Troubleshoot storage devices
E4	CORE	Troubleshoot system hardware
E5	CORE	Troubleshoot virtual network environments
E4	CORE	Troubleshoot workstation network connectivity
E4	CORE	Update computer Information System (IS) anti-virus definitions
E4	CORE	Update local media and technical libraries (e.g., Submarine on Board Training (SOBT), Advanced Technical Information System (ATIS), etc.)
E5	CORE	Update network security tools
E4	CORE	Update Program of Record (POR) systems
E4	CORE	Update trouble tickets
E5	CORE	Update virtual network environments

Job Title**Information Technology Network (ITN) Technician****Job Code****002837****Job Family**

Computer and Mathematical

NOC

TBD

Short Title (30 Characters)

IT NETWORK TECHNICIAN

Short Title (14 Characters)

IT NET TECH

Pay Plan

Enlisted

Career Field

ITN

Other Relationships and Rules

NEC TXXX series and other NECs as assigned

Job Description

Information Technology Network (ITN) Technicians perform core and specialty functions of network administration within physical and virtual environments; troubleshoot and assist with the use of computer hardware and software including printers and software applications; conduct system backups and restores; install applications and peripherals; monitor and protect network computer systems by detecting and reporting threats of network intrusion and unauthorized access; protect information from and recover information after loss or damage using backups, virus detection, and recovery software procedures; utilize Information Assurance (IA) and Computer Network Defense (CND) programs; conduct threat and vulnerability assessments; configure, and maintain various network types including Local Area Network (LAN) and Wide Area Network (WAN); manage user accounts, grant network access, and monitor network activity; monitor network performance to ensure service levels and network operations efficiencies; maintain and document network configurations, setups, changes, and related processes; and perform network accreditations and certifications.

DoD Relationship**Group Title**

ADP Computers, General

DoD Code

115000

O*NET Relationship**Occupation Title**Network and Computer Systems
Administrators**SOC Code**

15-1244.00

Job Family

Computer and Mathematical

Skills*Operation and Control**Technology Design**Repairing**Equipment Maintenance**Management of Material Resources**Troubleshooting**Quality Control Analysis**Installation**Systems Evaluation**Coordination***Abilities***Written Comprehension**Information Ordering**Deductive Reasoning**Problem Sensitivity**Inductive Reasoning**Written Expression**Category Flexibility**Flexibility of Closure**Selective Attention**Control Precision***COMMUNICATIONS SECURITY (COMSEC)****Paygrade****Task Type****Task Statements**

E4

NON-CORE

Destroy Communication Security (COMSEC) materials

E4

NON-CORE

Identify Communications Security (COMSEC) discrepancies

E4

NON-CORE

Load Communications Security (COMSEC) equipment

E4

NON-CORE

Load Communications Security (COMSEC) materials

E4

NON-CORE

Receive Communications Security (COMSEC) materials

E4

NON-CORE

Store Communications Security (COMSEC) material

E4

NON-CORE

Validate Communications Security (COMSEC) material

CYBER SECURITY**Paygrade****Task Type****Task Statements**

E4

CORE

Analyze Information Systems Security (ISS) requirements

E6

CORE

Draft electronic spillage response reports

E6

CORE

Draft Information Systems Security (ISS) directives (e.g., policies, plans, instructions, Standard Operating Procedures (SOP), etc.)

E4

CORE

Report Information Systems Security (ISS) incidents

CYBER SECURITY (CONT'D)

<u>Paygrade</u>	<u>Task Type</u>	<u>Task Statements</u>
E4	CORE	Report Information Systems Security (ISS) violations
E4	CORE	Report Information Systems Security (ISS) vulnerabilities
E4	CORE	Verify Information Systems Security (ISS) software programs operations

NETWORK MANAGEMENT

<u>Paygrade</u>	<u>Task Type</u>	<u>Task Statements</u>
E4	CORE	Apply Information Systems (IS) file and folder permissions
E6	CORE	Configure group policy objects
E6	CORE	Configure router Access Control Lists (ACL)
E5	CORE	Install network components
E6	CORE	Maintain domain backup policies
E5	NON-CORE	Maintain Top Secret (TS)/Sensitive Compartmented Information (SCI) inventories
E5	CORE	Manage Information System (IS) accounts
E6	CORE	Manage network databases (e.g., SQL, Oracle, Microsoft (MS) Access, etc.)
E6	CORE	Manage network firewall policies
E5	NON-CORE	Manage test equipment
E6	CORE	Validate network status reports
E5	CORE	Verify delivered Information Systems (IS) functionality
E5	CORE	Verify delivered network components functionality
E5	CORE	Verify delivered system hardware functionality

NETWORK OPERATIONS

<u>Paygrade</u>	<u>Task Type</u>	<u>Task Statements</u>
E4	CORE	Analyze Information System (IS) trends (e.g., hardware, software, network, etc.)
E4	CORE	Analyze network audit logs
E4	CORE	Archive computer Information System (IS) logs
E4	CORE	Backup Information Systems (IS)
E4	CORE	Configure anti-virus software
E4	CORE	Configure Information Systems (IS) application software
E4	CORE	Configure Information Systems (IS) network hardware
E4	CORE	Configure print services
E5	CORE	Configure server Operating System (OS) software
E5	CORE	Configure server-based applications (e.g., Threat Management Gateway (TMG), eTagout, etc.)
E4	CORE	Configure software-based analysis tools
E4	CORE	Configure storage devices
E4	CORE	Configure workstation network connectivity
E4	CORE	Configure workstation Operating System (OS) software
E4	CORE	Create workstation images
E5	NON-CORE	Design intranet websites
E5	NON-CORE	Implement Emissions Control (EMCON)

NETWORK OPERATIONS (CONT'D)

<u>Paygrade</u>	<u>Task Type</u>	<u>Task Statements</u>
E4	CORE	Install network software
E4	CORE	Install Operating Systems (OS)
E5	CORE	Install virtual network environments
E4	CORE	Load image software
E4	CORE	Maintain network databases
E4	CORE	Maintain onboard training systems (e.g., Submarine on Board Training (SOBT), Non-Tactical Data Processing System (NOSIS), etc.)
E4	CORE	Maintain Program of Record (POR) applications (e.g., eTagout, Non-Tactical Data Processing System (NOSIS), etc.)
E4	CORE	Recover computer Information Systems (IS)
E5	CORE	Recover systems using Disaster Recovery Plan (DRP)
E4	CORE	Repair client software
E4	CORE	Repair computer Information Systems (IS)
E5	CORE	Repair databases (e.g., SQL, Oracle, Microsoft (MS) Access, etc.)
E4	CORE	Repair network components (e.g., Local Area Network (LAN) cables, modules, etc.)
E5	CORE	Repair Program of Record (POR) applications (e.g., eTagout, Non-Tactical Data Processing System (NOSIS), etc.)
E5	CORE	Repair virtual network environments
E4	CORE	Transfer files (e.g., Trivial File Transfer Protocol (TFTP), Secure Shell Protocol (SSP), etc.)
E4	CORE	Troubleshoot client applications
E4	CORE	Troubleshoot computer Information Systems (IS)
E5	CORE	Troubleshoot databases (e.g., SQL, Oracle, Microsoft (MS) Access, etc.)
E4	CORE	Troubleshoot file and folder access problems
E4	CORE	Troubleshoot network components
E4	CORE	Troubleshoot networks
E4	CORE	Troubleshoot Operating Systems (OS)
E4	CORE	Troubleshoot Program of Record (POR) applications (e.g., eTagout, Non-Tactical Data Processing System (NOSIS), etc.)
E4	CORE	Troubleshoot storage devices
E4	CORE	Troubleshoot system hardware
E5	CORE	Troubleshoot virtual network environments
E4	CORE	Troubleshoot workstation network connectivity
E5	CORE	Update network security tools
E4	CORE	Update Program of Record (POR) systems
E4	CORE	Update trouble tickets
E5	CORE	Update virtual network environments

Job Title**Information Technology Network (ITN) Manager****Job Code****002838****Job Family**
Management**NOC**
TBD**Short Title (30 Characters)**
IT NETWORK MANAGER**Short Title (14 Characters)**
IT NET MANAGER**Pay Plan**
Enlisted**Career Field**
ITN**Other Relationships and Rules**
NEC TXXX series and other NECs as assigned**Job Description**

Information Technology Network (ITN) Managers are responsible for overseeing network operations and ensuring the quality of maintenance through effective monitoring; plan, coordinate, and manage unit-level Information Systems (IS) security and integration across platforms, fleets, and services; approve policies for and direct Information Assurance (IA) programs; manage and implement IS security countermeasures and network security programs; develop and review IS security assessment and authorization packages; plan and prepare for network expansions and upgrades and overall operations; oversee production processes to ensure efficiency; manage administrative functions and security procedures governing the special security program; serve as unit Information Systems Security Manager (ISSM) or unit Systems Administrator (SYSADMIN); ensure quality control through risk analyses and standard implementation; engage with Commanding Officers and key personnel to address operational issues and challenges; manage operational performance and evaluate team performance; and develop training plans to define long-term goals and objectives.

DoD Relationship

Group Title **DoD Code**
ADP Computers, General 115000

O*NET Relationship

Occupation Title **SOC Code** **Job Family**
Computer and Information Systems 11-3021.00 Management
Managers

Skills*Operation and Control**Systems Evaluation**Technology Design**Coordination**Quality Control Analysis**Equipment Maintenance**Writing**Judgment and Decision Making**Management of Material Resources**Management of Personnel Resources***Abilities***Information Ordering**Written Comprehension**Deductive Reasoning**Inductive Reasoning**Problem Sensitivity**Written Expression**Flexibility of Closure**Category Flexibility**Oral Expression**Originality***COMMUNICATIONS SECURITY (COMSEC)****Paygrade**

E6

Task Type

NON-CORE

Task Statements

Monitor Communications Security (COMSEC) platform security

CYBER SECURITY**Paygrade**

E4

Task Type

CORE

Task Statements

Analyze Information Systems Security (ISS) requirements

E6

CORE

Draft electronic spillage response reports

E6

CORE

Draft Information Systems Security (ISS) directives (e.g., policies, plans, instructions, Standard Operating Procedures (SOP), etc.)

E6

CORE

Evaluate Information Systems Security (ISS) incidents

E6

CORE

Evaluate Information Systems Security (ISS) violations

E6

CORE

Evaluate Information Systems Security (ISS) vulnerabilities

E6

CORE

Evaluate system vulnerabilities (e.g., Submarine Local Area Network (SUBLAN)/ Consolidated Afloat Network and Enterprise Services (CANES), etc.)

E7

CORE

Implement Information Systems Security (ISS) directives (e.g., policies, plans, instructions, Standard Operating Procedures (SOP), etc.)

E6

CORE

Maintain Information Systems Security (ISS) assessment and authorization documentation

CYBER SECURITY (CONT'D)

<u>Paygrade</u>	<u>Task Type</u>	<u>Task Statements</u>
E7	CORE	Manage electronic spillage response operations
E7	CORE	Manage Information Security (INFOSEC) incident reporting processes
E7	CORE	Manage Information Security (INFOSEC) system programs
E7	CORE	Report Information Security (INFOSEC) compliance
E4	CORE	Report Information Systems Security (ISS) incidents
E4	CORE	Report Information Systems Security (ISS) violations
E4	CORE	Report Information Systems Security (ISS) vulnerabilities
E6	CORE	Update Information Systems Security (ISS) directives (e.g., policies, plans, instructions, Standard Operating Procedures (SOP), etc.)

NETWORK MANAGEMENT

<u>Paygrade</u>	<u>Task Type</u>	<u>Task Statements</u>
E4	CORE	Apply Information Systems (IS) file and folder permissions
E7	CORE	Approve Information Systems (IS) Standard Operating Procedures (SOP)
E6	CORE	Configure group policy objects
E6	CORE	Configure router Access Control Lists (ACL)
E6	CORE	Coordinate catastrophic disaster recoveries
E7	CORE	Coordinate network migrations and installations
E6	CORE	Coordinate System Operation Verification Testing (SOVT)
E6	CORE	Maintain domain backup policies
E6	CORE	Maintain network documentation (e.g., Systems Authorization Access Request-Navy (SAAR-N), Privileged Access Agreement (PAA), etc.)
E5	CORE	Manage Information System (IS) accounts
E6	CORE	Manage Information Systems (IS) file and folder permissions
E6	CORE	Manage network databases (e.g., SQL, Oracle, Microsoft (MS) Access, etc.)
E6	CORE	Manage network firewall policies
E6	CORE	Plan network restorations
E6	CORE	Prepare disaster recovery contingency plans
E6	CORE	Prepare system security assessment and authorization documentation packages
E6	CORE	Update computer configuration documentation
E6	CORE	Validate network status reports
E5	CORE	Verify delivered Information Systems (IS) functionality
E5	CORE	Verify delivered network components functionality
E5	CORE	Verify delivered system hardware functionality

NETWORK OPERATIONS

<u>Paygrade</u>	<u>Task Type</u>	<u>Task Statements</u>
E4	CORE	Analyze Information System (IS) trends (e.g., hardware, software, network, etc.)
E4	CORE	Analyze network audit logs
E5	CORE	Configure server Operating System (OS) software
E5	CORE	Configure server-based applications (e.g., Threat Management Gateway (TMG), eTagout, etc.)

NETWORK OPERATIONS (CONT'D)

<u>Paygrade</u>	<u>Task Type</u>	<u>Task Statements</u>
E4	CORE	Configure workstation Operating System (OS) software
E5	CORE	Install virtual network environments
E5	CORE	Recover systems using Disaster Recovery Plan (DRP)
E5	CORE	Repair databases (e.g., SQL, Oracle, Microsoft (MS) Access, etc.)
E5	CORE	Repair Program of Record (POR) applications (e.g., eTagout, Non-Tactical Data Processing System (NOSIS), etc.)
E5	CORE	Repair virtual network environments
E4	CORE	Transfer files (e.g., Trivial File Transfer Protocol (TFTP), Secure Shell Protocol (SSP), etc.)
E4	CORE	Troubleshoot Program of Record (POR) applications (e.g., eTagout, Non-Tactical Data Processing System (NOSIS), etc.)
E4	CORE	Update Program of Record (POR) systems