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# Example of Active Directory Administrator Job Description

Our company is hiring for an active directory administrator. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for active directory administrator

* Independently process client requests for Active Directory based application access
* Creating and maintaining documentation of all systems and application configurations and modifications
* Must possess proven experience working with a large enterprise distributed computing environment
* Authentication Topology
* Security Patches
* System Performance Monitoring • IAVA Compliance
* Replication • Vendor Hot Fixes
* Scheduled Initialization • Systems Auditing
* Replication Maintenance • Event Log Management
* DDNS Management • Security Management

## Qualifications for active directory administrator

* Independent technical research
* Familiar with PowerShell scripting
* Ability to serve in a weekly rotation of 12/7 oncall support (approximately one week out of six)
* AA or AS degree and 8+ years of experience with IT systems administration and engineering, including maintaining responsibility for high systems availability and secure systems posture, such as patching and maintenance or BA or BS degree and 6+ years of experience with IT systems administration and engineering
* Ability to solve difficult technical challenges on a global scale independently and as a team member
* Five (5) years of technical experience within systems administration