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# Example of Application Administrator Job Description

Our innovative and growing company is searching for experienced candidates for the position of application administrator. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for application administrator

* Provides support to users by focusing on root cause, system and infrastructure analysis
* Tasks may involve designing, installing, troubleshooting and maintaining hardware and software
* Conducts business analysis and change management as needed
* Interacts with vendors to resolve problems
* Plans for and leverages new releases to ensure feature utilization is maximized
* Analyzes, designs and implements plan for new systems or processes and may train users and entry-level staff
* Participates in cross-functional projects
* Maintains a broad knowledge of applications, technology and/or systems within field of work
* Ensures that the performance and reliability of ECM systems adhere to service level standards by monitoring these systems for high availability, load balancing, and satisfactory response time
* Ability to manage and maintain server-hosted applications

## Qualifications for application administrator

* Senior technical application support experience
* Leading application upgrades and other technical projects
* Must have a Bachelor’s degree in Computer Science, Electrical/Computer Engineering, or equivalent work experience
* 8-10+ experience of progressive eCommerce experience is required
* Maintain environments by applying necessary fix packs/feature packs
* Install and configure DB2 for use with WebSphere Commerce