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# Example of Application Administrator Job Description

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

## Responsibilities for application administrator

* Work within and across the team to install, maintain and administer various applications on the Consolidated Data Platform
* Provide design recommendations
* Recommend and implement standards, policies, and procedures to achieve agreed upon service levels by tuning, maintaining, and supporting a breadth of application infrastructure
* Identify and record gaps between business requirements and product functionality and alternative work-arounds based on technical feasibility
* Plan lifecycle replacement, coordinate outages and perform performance tuning for applications and hardware
* Maintain monitoring and data gathering systems for reporting and performance purposes
* Provide administration of SharePoint Server 2007 – 2016
* Lead analyst to respond and resolve end user supported application issues
* Primary support for database management of the applications
* Engages providers in use and adoption of Oncology EHR including new functionality and workflows to improve quality and patient outcomes

## Qualifications for application administrator

* Experience managing servers in large corporate environments
* Sybase MDA tables
* Triaging and answering user queries and requests for the systems supported by the App
* Supporting the creation and maintenance of tools to automate and simplify the routine tasks of the App
* Network troubleshooting tools Splunk, Wireshark
* Provide performance and tuning recommendations across multiple application platforms