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# Example of Junior System Administrator Job Description

Our growing company is hiring for a junior system administrator. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for junior system administrator

* Work in a fast-paced agile atmosphere and collaborate with team members to uphold security standards and optimize service levels
* Be the expert to diagnose, repair system issues and share the knowledge with system architects, DBA and developers
* Brainstorm with external contractors and internal technology team for new platform development
* Become a guardian of automotive systems, providing on call and off hour support as needed
* Configuration of new systems for our European headquarters in Zug, in affiliated branches, and in co-locations
* Real-time monitoring of European systems to guarantee reliable operation and high performance
* Monitoring systems in North America and Asia during European office hours
* Development of tools for the monitoring and automation of system administration tasks
* Responsible for maintain the appropriate DOD Cyber compliance level as directed by the program Cyber security office via patching and configuration using DISA STIGs
* Provides technical leadership on major tasks or technology assignments

## Qualifications for junior system administrator

* You have good communication skills and the capability to understand the requirements of internal customers
* You are service delivery oriented
* Knowledge of Windows and Mac OS family
* Understanding of principles of developing and routing information systems
* Experience in end-user support
* Ability to troubleshoot hardware/software issues