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# Example of SAN Administrator Job Description

Our innovative and growing company is searching for experienced candidates for the position of SAN administrator. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for SAN administrator

* Track supplier quotes and approval
* Compose and prepare memos, letters, and other correspondence
* Intimately know internal office functions such as, but not limited to, use of I-Expense, GetThere Travel, PeopleSoft, HR forms, purchase orders, purchasing card reconciliation, attendance, process payroll updates, technical support
* Continuously improve knowledge base by internally generated research and development initiatives
* Systems Administration – Install, support, and maintain all computer systems and servers
* Install, test, maintain, upgrade and develop production and development servers and application software
* Setup and maintain customer-furnished computer systems
* Maintain classified network drops
* Maintain system configuration to ensure system integrity
* Analyze system faults and troubleshoot and run diagnostic tests on system components to detect problems

## Qualifications for SAN administrator

* Comfortable communicating with customers
* Capable of working with competing priorities
* Knowledge of Department of Motor Vehicle Processes
* Direct experience installing and configuring in a Windows server working with network protocols and services including Windows Server 2003, TCP / IP, and DNS
* Windows/Linux server OS management
* Scripting languages such as Powershell and vbscript