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# Example of Server System Administrator Job Description

Our growing company is looking for a server system administrator. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for server system administrator

* Administration and troubleshooting of MS Active Directory, GPOs, and related MS technologies
* Administration and troubleshooting of Windows server systems, TCP/IP WAN network, including DHCP, DNS and related technologies
* Administration of server systems backups
* Design and implement new technologies
* Research, development and maintenance of server security in accordance to business needs and industry best-practices regarding privacy, security, and regulatory compliance
* Research and development/testing of new software and hardware
* Periodic “Disaster Recovery” drills during non-business hours
* Evaluate, design and architect server system solutions to meet business requirements
* Create and maintain appropriate policies and documentation
* Work within existing trouble ticketing system and self-manage projects in a timely fashion

## Qualifications for server system administrator

* Experience on failover, high availability, disaster recovery, business continuance
* Experience in business process design and automation
* Data analysis and modeling – data taxonomy
* Excel at the highest technical level of all phases of applications systems analysis and scripting / programming activities
* Opentext certified
* 7-10 years of experience as a System Administrator for tactical command and control systems and/or Field Support Representative for Army C4ISR systems