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# Example of Server System Administrator Job Description

Our growing company is looking for a server system administrator. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for server system administrator

* Hardware and Infrastructure IT domains
* Key Production Areas of support include, Network, Desktop
* Be able to work in a rapid paced environment and must be able to work independently
* The candidate works independently to maintain the smooth operation of a multi-user computer systems, including coordination with network administrators
* Provides support on a M-F business hours schedule, also responsible for on-call, extended hour, and weekend support as required by mission or emergency situations
* Perform operating system installations and upgrades in accordance with established standards
* Provide server administration functions for specifically assigned servers across the assigned Region
* Monitor backup logs for each assigned server on a daily basis and take appropriate actions to ensure data integrity
* Provide system performance monitoring and assist in problem resolution and capacity planning
* Work with all appropriate internal and external resources to provide timely resolution of issues

## Qualifications for server system administrator

* Experience troubleshooting hardware/software systems to the degree required for isolation of malfunctions to specific hardware or software
* Prior military experience as a MOS 25B Non-Commissioned Officer Information Technology Specialist or Senior Systems Administrator desired
* Experience in a DOD/Army program management office desired
* Undergraduate degree in Computer Science, Electrical Engineering, Information Systems or related discipline or an equivalent combination of education and/or experience
* 7+ years of direct experience related to the duties and responsibilities specified as a multi-discipline generalist in network, and/or telephony, and/or desktop in a 24x7 environment
* Strong knowledge of technology best practices in the following areas, Wide area and local area networks, Wireless technologies and networks, Telephony, including voice over IP and wireless products such as Spectralink and Vocera, Desktop Devices, including Microsoft operating systems and Server technologies, including virtualization and Windows servers