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# Example of Systems Administrator, Information Systems Job Description

Our growing company is hiring for a systems administrator, information systems. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for systems administrator, information systems

* Administers Rapid Response access permissions including users, scenarios, workbooks, filters, alerts, etc
* Provides on-going IS support to the application, including troubleshooting or normal application-level upgrades, as needed
* Provides architectural design and system impact analysis and evaluation for any new and modification requirement to the system
* Collaborates with business in support of Rapid Response training
* Verifies end-user workstation patch compliance using Assured Compliance Assessment Solution provided by DISA
* Analyze data provided by various enterprise tools to ensure all workstations meet patch level requirements
* Design, analyze, maintain and implement server and storage equipment and networks
* Effectively communicate with and perform all job duties requested by management
* Design and create data structures to meet the needs of new DMV Application development efforts
* Support the development, configuration, solutions evaluation, validation and deployment of LIMS System (Labware)

## Qualifications for systems administrator, information systems

* 5+ years’ experience in Windows Systems Administration
* Working knowledge of server administration in a VMware environment
* Experience in scripting languages such as Powershell
* Experience in administration of Windows servers in an Active Directory environment within the VMware infrastructure
* Firsthand experience in setting up a Windows server systems, writing Powershell scripts, administering a patch management solution such as SCCM, and web server administration (IIS and Apache)
* Minimum 4 years of experience with troubleshooting, configuring and repairing computer hardware, printers, software, network connectivity and operating systems