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# Example of Systems Administrator Support Job Description

Our growing company is hiring for a systems administrator support. 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 systems administrator support

* Provides accurate data regarding business partner information as it pertains to the public website, KohlerPower.com Sales and Service Locator, sales order and invoicing transactions, mailings, approved markets
* ISeries operating system administration
* ISeries hardware administration
* ISeries performance management & monitoring
* ISeries Disaster Recovery
* ISeries backup administration
* ISeries printer administration
* ISeries & application troubleshooting and resolution
* 3rd party software upgrades on iSeries
* Develops and maintain installation and configuration procedures

## Qualifications for systems administrator support

* Monitor systems operation, conduct necessary research, resolve and track reported issues
* Accurately analyze requirements and technical documentation and make appropriate recommendations
* Monitor production batch cycle through job scheduler to insure successful completion of daily and batch cycles
* Provide overall infrastructure support and troubleshoot technical problems residing above the system software
* Implement/Configure midrange infrastructure standards and workflows, as defined, for supported environments
* Provide overall technical support and troubleshoot load balancing infrastructure issues