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# Example of Systems Administrator Job Description

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

## Responsibilities for systems administrator

* Work incidents, service and change tickets as assigned by Helpdesk and IT Infrastructure Service Management
* Perform immediate troubleshooting as the situation dictates for any systems operated in the facility
* Install, configure approved software and as required de-install or decommission legacy systems
* Provide IT related technical assistance to all end users working in the facilities or remotely
* Manage and load server back-up tapes and disks
* Provide hands and feet support to Corporate IT and outsourced IT services providers
* Support deployment infrastructure spanning Windows and AZURE systems
* Configure, and support SAN and Storage systems Configure, provision, deploy, and support VMs, and VM Farms
* Deploy and manage monitoring/alerting platforms
* Work with the Development, QA, and Operations teams to ensure adequate level of health monitoring for all production systems, including hardware, server components and deployed applications

## Qualifications for systems administrator

* Enterprising, diplomatic, and proactive at problem solving
* Monitoring website traffic and perform trending analysis that will support future changes, all while understanding web related security issues (bugs, holes, viruses, password protection, ) and mitigating any potential problem areas
* Ability to communicate, in detail, system planning both verbally and in written format
* Requires at least 5 years of System Administration
* Staff will be expected to work multiple issues simultaneously, at times requiring additional hours outside the normal workday
* Staff will also be expected to espouse and promote the cultural norms of the firm, the client organization, and work as an integrated, effective and collaborative member and/or leader of assigned teams