



# Example of Network Admin Job Description

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Our growing company is searching for experienced candidates for the position of network admin. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for network admin

- Communication of EOL status to concerned parties (branch, country and regional)
- Provision of EOL forecasts for hardware procurement, resource allocation and financial impact
- Provision of EOL budgetary information
- Risk and criticality assessment of EOL components
- Project management of locally managed infrastructure works
- Remote project management of regional / global infrastructure works
- Communication of progress to key stakeholders
- Planning and Coordination of resources for scheduled works
- Coordination of works within the change management process
- Liaison with telecommunications carriers

## Qualifications for network admin

- Liaison with 3rd party vendors
- Verification of maintenance changes following infrastructure works
- Understanding of multiple vendors networking equipment product sets, components and builds
- Perform routine desktop support functions and work with end-users
- Maintain physical data facilities including wiring, hardware, and network cabling
- Monitor servers dedicated to SAS Analytics and SQL which are maintained in

