



Example of Network Admin Job Description

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Our growing company is searching for experienced candidates for the position of network admin. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for network admin

- You will get to maximize networks, voice, and video infrastructure performance
- You will secure networks, voice, and video infrastructure systems by establishing and enforcing policies and by defining and monitoring access
- You will use your collaboration ability to work with different IT stake holders within the organization, and with external customers, to ensure that networks, voice, and video infrastructure support the needs of the organization and customers
- You will debug system-level problems in hardware and software in multi-vendor, multi-protocol data networks in voice, and video infrastructure environment
- You will simulate data networks, voice, and video infrastructure incidents in LAB to identify root causes
- You will Administrate and manage Cisco Switches, Routers, and Firewall management
- You will find quick solutions to malfunctions while making sure that the designated network equipment and computers stay functional
- Installs, maintains and assists in the design of the enterprise network to meet the functional objectives of the business
- Assist the planning and implementation of the overall corporate network infrastructure
- Evaluate new products/technologies to determine impact on existing system configurations

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- Monitor data communications equipment including switches, hubs, and routers located at the Seattle data center
 - Experienced with Network troubleshooting tools Wire Shark, Solar Winds Engineering Tool kit
 - Performs activities such as network address assignment, assignment of routing protocols and routing table configuration configuration of authentication and authorization and directory services
 - Computer security certification (GSEC or Security+CE or SSCP or CCNA-Security) required within six months of hire
 - Excellent understanding of network switching principles including spanning-tree
 - Excellent understanding of server support protocols including http