



# Example of Senior Systems Administrator Job Description

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Our company is growing rapidly and is hiring for a senior systems administrator. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for senior systems administrator

- Responsible for ongoing management of VM instances that have been migrated from on-prem to Amazon Web Services (AWS)
- Troubleshoots hardware and software systems
- Conducts inventory of systems components
- Responds to complex technical and workstation support requests from users and technical staff
- Coordinates systems with other internal/external systems and systems administrators
- May manage projects of limited scope or portions of large and/or complex projects
- Managed significant IT Projects, including recurring work and system enhancements
- Accomplish priority tasks with minimal supervision
- Maintain effectiveness in various environments with different tasks, responsibilities, and people of diverse styles and backgrounds
- Work closely with application teams on troubleshooting issues planning requirements for new virtual servers that meet the application requirements

## Qualifications for senior systems administrator

- Working experience of Unix and Windows operating systems Maintain user

- Certifications to comply with DoD 8570 IAT level 3 requirements
- Qualified candidates will have a current TS/SCI level security clearance
- At least 5 years of Systems Administration experience in a Windows Environment
- Bachelor's degree and 8 years of experience or Master's degree and 6 years of experience in a related field of study