



Example of Senior Systems Administrator Job Description

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Our innovative and growing company is searching for experienced candidates for the position of 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

- Develop new system and application implementation plans, customer scripts, and testing procedures to ensure operational reliability
- Train technical staff in how to use new software and hardware developed and/or acquired
- Performs escalated troubleshooting as required and is the primary technical owner of mission critical business systems
- Leads problem-solving efforts often involving outside vendors and other support personnel and/or organizations
- Installs, modifies and maintains systems and utility software on server and cloud computer systems
- Ensures high availability and acceptable levels of performance of mission critical business resources
- Develops procedures to maintain security and protect systems from unauthorized access and use
- Develops procedures, programs, and documentation for backup and restoration of systems and data
- Provides leadership in planning and implementation of projects for IT and cross functional business teams
- Develops tools, procedures, and training sessions for IT Operations and Support

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- Vsphere administration in large scale VMWare version 5.5 and higher environments
 - Administration of CommVault Simpana version 10 and above including workflows
 - Administration of Symantec Backup Exec 2010 and above
 - Linux server (RHL/Centos) administration experience
 - Understanding of internet standards such as - DNS, SSL, SMTP, SNMP, DFS and other protocols
 - Understanding of network standards such as DHCP, TCP, UDP, IP, QOS, ICMP