# Example of System Administrator / System Engineer Job Description

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

## Responsibilities for system administrator / system engineer

- Provide system administration and support to UNIX, LINUX, Windows, and Virtualized systems
- Assist and instruct users on system and application operations and security procedures
- Provide recommendations to the Government on techniques to enforce compliance with the information system security procedures for the control of information systems including magnetic media, network, system and data
- Create copies of non-copyrighted digital and magnetic media software or GOTs as per Government direction
- Develop test plans and determine appropriate test criteria and procedures
- Review and analyze complex task statements, standards, specification and other documentation to determine system administration requirements
- Architect, deploy and administer Linux virtual machines in a multi-tenant/vendor cloud environment such as AWS
- Create Linux Intellectual Property (BP, POV, Roadmap, tech guides, strategy guides, POC, Sale inserts, surveys, and requirements templates)
- Develop, deploy, and manage OS hardening, and improve operational efficiency
- Troubleshoot and remediate Linux issues and produce documentation for issue tracking

- 6-8 years of IT experience in Windows/UNIX Administration
- Experience performing business analysis on data and developing dashboards and analytics
- 2 years of experience supporting Remedy 8x or higher and implementing Asset management and atrium discovery and dependency mapping (ADDM)
- 2 years of experience supporting BMC Dashboard and Analytics with Service Desk, Asset Management and ADDM
- NET App and EMC experience
- Domain administration experience