



Example of Windows Admin Job Description

Powered by www.VelvetJobs.com

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

Responsibilities for windows admin

- Strong knowledge of Windows 2008 and 2012 2003 Operating System
- Maintaining the Windows Server & IIS services for data warehousing applications
- Responsible for the operation and administration of IIS web servers across Engineering, QA, Staging, Demo, and Production environments
- Responsible for the operation and administration of Application Deployment technologies for all environments
- Responsible for the operation and administration of Web Content Management Systems
- Maintain and troubleshoot video teleconference establishment over secure networks, and
- Assist with designing and fielding special purpose systems for critical missions, and recommending hardware procurement
- Perform or coordinate all required monitoring activity for the supported networks and systems, including operation of utilities to support customer system and data implementations
- Maintain ownership of product support incidents and follow proper escalation processes to meet or exceed target resolution timeframes
- Develop familiarity with client-supplied data and TH-created toolsets used to process data and investigate and resolve data processing team issues to ensure internal data processing systems are available to staff

Qualifications for windows admin

- Ability to run and modify scripts in PowerShell or novice PowerShell experience
- Experience with folder share and security permissions on Windows servers
- Have played Program Management roles working with the Business
- Experience or capability to manage a Windows refresh project for an enterprise of more than 10,000 desktops and laptops
- Detailed in nature and capable of communicating broadly to different business segments, both written and verbal
- Strong technical capabilities and understanding of application development and IT technology