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System Administrator

Description

We are looking to hire a System Administrator for a client. This candidate will be responsible for providing comprehensive system administration services for various environments. This role includes systems monitoring, support, virtualization management, and performance monitoring.

Responsibilities

- Monitor and support various systems, ensuring optimal performance and availability.

- Track, install, configure, test, and deploy COTS software, databases, and system patches.

- Provide technical troubleshooting and support for Linux, UNIX, and Windows operating systems.

- Assist with the installation, configuration, and maintenance of operating systems and hardware.

- Manage and maintain backup utilities and administer SAN.

- Conduct system/application diagnostics using government-provided maintenance tools.

- Provide monthly system metrics, including CPU and memory utilization, system availability, and disk utilization statistics.

- Create trending charts to support informed business decisions.

- Reallocate system resources, optimize performance, and recommend components to enhance system efficiency.

- Maintain system integrity by performing audit checks and managing system baselines.

- Manage user accounts, control network rights, and ensure secure access to systems and equipment.

- Maintain Continuity of Operations (COOP) documentation and complete COOP testing as scheduled.

- Evaluate new products, develop requirements documents, and create criteria spreadsheets.

- Deliver implementation plans for new systems and capabilities.

- Create, update, and maintain scripts for automating common system administration tasks.

Hiring organization

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Job Location

Pontiac, Michigan, United States

Date posted

August 26, 2024

- Support configuration management policies to ensure all changes are approved and system baselines are maintained.

- Stay knowledgeable in cloud and DevOps methodologies, including containers, kubernetes, and DevSecOps pipelines.

- Provide full support for patch management and assess risks associated with vendor patches.

- Develop standard operating procedures for vulnerability remediation in compliance with organizational policies.

Qualifications

- Bachelor's degree in information technology, Computer Science or a related field.

- Proven experience in system administration for Linux, UNIX and Windows environments.

- Strong understanding of virtualization management and system performance monitoring.

- Expertise in COTS software installation, configuration and maintenance.

- Proficient in hardware configuration design, backup utility management and SAN administration.

- Ability to manage user accounts, network rights and secure system access.

- Knowledge of cloud technologies, containers, kubernetes and DevSecOps pipelines.

- Experience with configuration management policies and patch management.

- Strong problem-solving skills and attention to detail.

- Excellent communication and documentation skills.