

Announcement Number: **PD23-05**

Position Title: **Server Administrator**

Division/Department: **Information Technology**

Location of Job: **Kensington**

Description:

This is a highly technical position responsible for the deployment, maintenance, and administration of a variety of servers, both physical and virtual, as well as network infrastructure, and SaaS platforms. This individual will work with the network operations team, administering Windows Active Directory, server virtualization, backup and patch management, and endpoint and perimeter security. This position will also assist in the administration of Google Workspace and accompanying SaaS tools, to support users in the cloud. This individual will be a technical escalation point to the Helpdesk staff and must have strong analytical problem solving skills. This individual will assist with IT projects in a collaborative team environment, and all work must be carried out with a focus on customer service, clear communication, and a friendly and helpful attitude when interacting with staff, peers, vendors, and other customers. This position may also require after-hours support for IT projects and other duties as assigned.

Minimum Qualifications:

- Minimum of 4 years of experience with Active Directory and/or other system and data center administration.
- Practical experience working with local and wide area networks.
- Experience with VMWare vSphere and VDI preferred.
- Experience securing internet-connected systems and sensitive data, as well as other cybersecurity practices a plus.
- Considerable knowledge of information technology principles and practices.
- Ability to work collaboratively with peers and external service providers.
- Network+, Server+, or other IT certifications related to server and network administration are a plus.

An equivalent combination of education and experience may be accepted. Low-income residents in Montgomery County with the above qualifications are encouraged to apply.

HOC conducts criminal background checks, employment reference checks, and where applicable, reviews driving records in determining suitability for employment. Selected applicants will be required to submit to pre-employment drug and alcohol screening. Employment is contingent upon drug and alcohol test results.

Eligible Applicants: **Unlimited**

Minimum Starting Salary: **\$55,114**

Position Number and Grade: **AA30, Grade 21**

Driver's License: **Driver's License required**

Financial Disclosure: **May Be Required**

Posting Date: **January 10, 2023**

Closing Date: **Open Until Filled**

To apply, please submit a cover letter and resume or application to the Human Resources Office. Please reference the Position Title and Position Number on your resume and/or cover letter when applying for this position.

PLEASE NOTE: HOC Career and Term employees must submit employment applications within 5 business days of Posting Date in order to receive first consideration.

HOC is an Equal Opportunity Employer.