

Network Administrator

Job Description

Candidate will be responsible for all aspects of network administration including servers, desktop systems, network hardware/software, and office systems. Emphasis will be on Help Desk Support Tickets.

Position: Network Administrator

Drug Test: Yes

Type of Company: Manufacturing

Background Check: Yes

Rate of Pay:

Physical: Yes

Hours per week: 40

DMV: Must have valid Driver's License

Location: Stockton

Schedule: Monday – Friday 7:30am-3:30pm

Responsibilities:

1. Basic Network administration (backup, email systems, internet support, office systems and application support)
2. Support Network, server, and desktop hardware and software
3. Assist with technology planning through ongoing research

Skills:

1. Demonstrated understanding of network technologies and protocols
2. Demonstrated understanding of corporate collaboration
3. Ability to support network printers and copiers
4. Ability to support multiple OS's (Windows Server and Desktop, and Linux)
5. Demonstrated understanding of Directory Services (eDirectory is a plus)
6. Demonstrated ability to troubleshoot
7. Ability to multitask efficiently and meet deadlines

Requirements:

Education / Experience:

- Diploma in Computer Science or Management Information Systems or equivalent experience, supplemented with one or more courses in current technology. One to two years' experience as an Administrator working on small to medium sized network of servers, desktops, and network devices using current technologies.
- Some travel required – possibly out of the state
- Must be able to drive – valid dmv – proof of valid insurance
- Must have own hand tools for working on computers

Type of Training to be received while working through SCAP-SE:

1. Company Procedures
2. Safety procedures