

Position Description: System Administrator**Job Location:** Manassas, VA**System Administrator Job Description:**

- Provide system administration support for system and network design, development, and integration.
- Maintains lab equipment readiness and operation for multi-user computer systems and coordinates with engineers and network administrators.
- Sets up administrator and service accounts, maintains system documentation, tunes system performance
- Installs system wide hardware and software and allocates mass storage space.
- Develops and monitors policies and standards for allocation related to the use of computing resources.
- Candidate must be U.S. citizen able to obtain a DoD Secret level security clearance.

System Administrator Required Tasks

- Performs duties as System Administrator on systems using Linux, Windows, and other operating systems as needed.
- Maximizes network performance; troubleshoots and corrects network problems; schedules upgrades; collaborates with network architects on network design.
- Provides troubleshooting and assistance in the administration of desktop applications.
- Establishes and enforces system access and administration policies.
- Performs daily, weekly and monthly health checks on servers, switches and other equipment.

Highly Desired Skills for System Administrator:

- Managing accounts, user rights, and access to systems and equipment
- Managing systems resources for performance, capacity, availability, serviceability, and recoverability
- Implementing security procedures and tools
- Developing and documenting system administration standard operating procedures
- Ensuring systems availability, functionality, integrity, and efficiency
- Maintaining system configuration, managing installs, integrating fixes, updates, and enhancements
- Performing upgrades, patches, and working with new applications and equipment
- Implementing information security and information assurance policies, principles, and practices

Additional Requirements for System Administrator

- Bachelor's degree in related discipline or equivalent experience and one to five year's professional experience.
- Willingness to work overtime and off shift when dictated to support business needs.

Contract Term: Full-Time Employee, 40 hours/week.**Start Date:** Negotiable**Rate:** Negotiable

"All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin."