

Windows Server Administrator

We are seeking a Windows Server Administrator to become an integral part of our team! You will be responsible for designing, maintaining, and implementing Windows Servers, Windows application services, and Active Directory networks.

This position will maintain multiple computing environments by engineering, installing, and maintaining Windows servers. This position will perform Windows server management for new server installations and configurations, and perform Windows server management for existing production and development systems. This position will administer server roles, storage systems, Active Directory and Group Policy, file services, web services, patch management, virtualization, application servers, hardware troubleshooting, OS performance, and maintain system reliability. This position will maintain VMware virtualized servers and physical server implementations. This position will install upgrades, and monitor Windows operating systems and hardware. This position will maintain virtualization and network storage infrastructure availability and health. This position requires strong communication skills and strong technical writing capability.

Responsibilities:

- Builds new physical Windows servers and performs lifecycle operations on physical Windows servers.
- Builds new virtual Windows servers and performs lifecycle operations on virtualized Windows servers.
- Maintains Windows servers and Windows application services, including addressing operational systems issues such as file and sharing permissions management, account management, patch management, and application installation.
- Has expert knowledge of Microsoft Windows server operating systems to troubleshoot and diagnose hardware and software issues.
- Monitors and configures Windows 2008/2012 server environments with member servers, application servers, Exchange Servers, SQL servers, and Active Directory servers.
- Assists in monitoring and maintaining VMware virtualization environment.
- Assists in maintaining NetApp Storage systems/ EMC Storage systems.
- Manages and monitors system logs, provides script development for system automation and provisioning
- Uses strong verbal and written skills to troubleshoot issues, complete projects, and meet organizational directives
- Monitors server performance by performing network monitoring and analysis, and performance tuning; troubleshooting network problems; escalating problems to vendor.
- Performs top tier troubleshooting providing solutions to escalated issues
- Assures the performance and availability of the systems.
- Troubleshoots and performs break-fix tasks on all systems as necessary (servers, appliances, and systems to support the datacenter)
- Support enterprise data center operations through maintaining hardware and hardware inventories/maintenance logs.

Qualifications:

- 3-5 years of experience in Windows Server Administration
- Bachelor's Degree
- Strong troubleshooting and critical thinking skills
- Strong attention to detail, good documentation skills, ability to write clear, concise project reports
- Ability to function with minimal instruction or supervision, or as a part of larger team reporting to formal project management. Strong communication and organizational skills

Clearance Required: Must have a current DoD Secret Clearance