

Position: **Network and Computer Systems Administrator**

Job Duties: This position will be responsible for designing, optimizing and maintaining networks and computer systems for our Bay Area clients. Specific responsibilities include: Identifying problem areas in the client's IT environment and working with the rest of the team to provide the best possible solution; Installing and maintaining network hardware and software; Implementing network and computer systems security; Troubleshooting and solving network and computer system problems both remotely and at the client site; Training users on network and computer systems operations and best practices; Building and maintaining relationships with clients; Juggling multiple clients and projects; Staying informed with latest changes in technology.

Education/Experience: Bachelor's Degree in computer science or related field and three years of experience as a Network and Computer Systems Administrator; alternatively, employer will accept a minimum of five years experience as a network and Computer Systems Administrator.

Skills: Expertise in Microsoft server and desktop operating systems including: Windows Server 2008, 2012 or 2016, Windows 7; Strong understanding of network planning and architecture; Strong understanding of DNS, DHCP and Active Directory; Working knowledge of firewall and VPN technology; working knowledge of backup management and disaster recovery solutions (disaster management); Expertise in Exchange, Outlook or Office365 e-mail

Prevailing wage: \$93309

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