Westmont College

Server, Storage, Virtual Environment and Wireless Network Administrator
Information Technology

Position Summary
This position is approximately evenly divided between administration of Servers, Storage, VMWare, and Wireless Network. This position is part of the Server and Network team in support of the entire college. The server administration portion includes: installation, configuration, maintenance, backup and upgrade. The servers are a mix of Windows, Linux and Macintosh. Most servers exist in a virtual environment provided by VMWare, and managed through vSphere. Storage on SAN, NAS, and DAS devices houses the OS and data for these servers, and implementation and management of this storage is central to providing stable services.

Qualifications
Requires an AA degree and three or more years of experience in server management. Bachelor's degree preferred. Personal affirmation of the Christian mission of Westmont College and the Community Life Statement and adherence to its behavioral expectations. Applicants must meet qualifications in two or more of the following areas: Server Administration: Requires excellent verbal and written communication skills and an in-depth understanding of networked data systems and server administration; ability to work in a multi-platform environment. Ability to understand and modify source code for using and modifying Open Source Software. Experience administering Windows server with SQL-Server and IIS; Linux, OSX. Experience managing OpenLDAP helpful. Storage Administration: Requires 2 years experience in provisioning, use and troubleshooting iSCSI SAN, CIFS-based NAS, deduplication, Business Continuity, and integration with cloud-based storage. Virtual Environment: Requires 2 years managing a multiple-server, multi-platform VMWare vSphere system. Network Administration: Experience with the following protocols, languages and tools: SNMP, RADIUS, wireshark, DHCP, SMB, Cisco switch and firewall configuration languages. Requires excellent wireless network troubleshooting and customer service skills.

Duties and Responsibilities

- **Server Administration**: install, configure, administer, maintain, backup and upgrade Windows, Linux and OSX servers. Ensure reliable provision of mail, filestore, MS SQL-Server, MySQL-server, Apache, IIS, Samba-based Active Directory, SMTP, DNS, DHCP, HTTP, and other similar services which run on these servers. Monitor systems for load and space constraints, and monitor services for availability and responsiveness.

- **Storage Administration**: install, configure, administer, and maintain SAN and CIFS-based NAS devices, and assure appropriate access and security.

- **Virtual Environment Administration**: ensure virtual servers have sufficient resources from their virtual hosts; create, secure, snapshot, and otherwise manage virtual servers; create virtual networks to support the virtual environment; optimize virtual environments for all virtual servers.

- **Wireless Network Administration**: Specify, obtain, configure, troubleshoot, and maintain an appropriate cloud of wireless network devices. Ensure reliability of authentication. Manage the airspace with appropriate tools.

- Expectations for workplace demeanor include but are not limited to: working collaboratively and harmoniously with faculty and staff colleagues by sharing ideas and resources willingly, constructively and positively; listening to and objectively and respectfully considering the ideas and perspectives of others; readily admitting and correcting personal mistakes; meeting commitments; keeping your supervisor and others who may be affected informed about work progress; addressing problems willingly and constructively to discover practical and lasting solutions acceptable to all parties; working promptly toward reconciliation and forgiveness during conflict; respecting the diversity of our community in words and deeds.

- Other duties as assigned.

Reports to: Director of Servers and Networks

Updated: 8/10/2015