



Office of Work Life Engagement

POSITION ANNOUNCEMENT

Position: Network Administrator
Department: Information Technology Services (ITS)
Reports to: Assistant Director for Network Services

Responsibilities: The Network Administrator is responsible for providing high level technical skills and expertise in network administration. This position will provide timely and professional support of internal IT infrastructure while contributing to the design, upgrade and implementation of new network and server solutions. Duties include but are not limited to: administer systems including Active Directory, Windows Server environment and Google Apps environment, and other systems as assigned. Install and maintain data center hardware; assist with administration of virtual environment; work with backup technologies to maintain data redundancy and disaster recovery; work with vendors to design and implement projects; serve in a backup support role for the network infrastructure; and research best practice methodology.

Qualifications: The successful candidate will have a high school diploma. A Baccalaureate degree in a related field plus Master's degree in related field preferred, but not required. Certification A+ certification is a plus. Experience is preferred. Experience as a student worker or intern is applicable. Qualified candidates must have: knowledge of Microsoft Windows Server and Client operating systems, Linux operating systems; storage technologies such as RAID, NAS, SAN; knowledge of network technologies including TCP IP, Switches, Routers, VLANs, VPN Devices, DNS, WINS, DHCP, Active Directory, and Group Policy. Hands-on experience with server hardware including blade server hardware and storage hardware; familiarity with virtualization technologies including VMWare vSphere. Excellent verbal communications skills and an aptitude for customer service; excellent organizational and time management skills; must be able to function effectively in a team environment.

This is a full-time position 100% FTE. Eligible for full university benefits.

Must meet university lifestyle expectations.

Position Available: Immediately. Review of candidates will continue until filled.

Qualified and interested candidates should submit a letter of interest, resume and employment application <http://www.anderson.edu/uploads/hr/staff-application.pdf> to staffjobs@anderson.edu. Persons with an application on file or current university employees should send an email to staffjobs@anderson.edu to express interest in this position. Current employees are also expected to notify their supervisor of their interest in this position.

Anderson University is a private Christian university in central Indiana, located near [Money's #1 Best Places to Live in 2017](#) and [Town & Country Magazine's #1 Best Place to Live](#). Anderson University continues to be recognized as one of America's top colleges by U.S. News and World Report, and The Princeton Review. Established in 1917 by the Church of God (Anderson, Ind.), Anderson University offers more than 50 undergraduate majors and graduate programs in business and theology. The University's location in the central part of the state allows easy access to state parks, several boating lakes, and beautiful farmland. The close proximity to Indianapolis, the state's capital, offers a full range of cultural and entertainment amenities.

AU is an equal opportunity employer. Persons who bring diversity are encouraged to apply. Anderson University complies with federal and state requirements for non-discrimination in employment with regard to sex, age, race, color, disability, and national and ethnic origin.