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<b>Position Title:</b>	<b>Network Administrator</b>
<b>Purpose of Position:</b>	Administration, oversight, and support of diverse network infrastructure and related distribution and communications equipment delivering excellent service to support student, faculty, and staff needs
<b>Classification:</b>	Administrator
<b>Education:</b>	Bachelor's Degree in computer science or a related field
<b>Supervision Received:</b>	Minimal Supervision; reports to the Director of Information Technology Services
<b>Work Schedule:</b>	Full-time; Monday –Friday; some evening and weekend work will be required
<b>FLSA Classification:</b>	Exempt

**Example of Duties:**

This position will involve a variety of technical skillsets most commonly found in a background in Network Administration/Engineering. The successful candidate will:

- Oversee all aspects of the Adrian College network infrastructure including Core, Distribution, and Access Layers
- Configure switches, routers, firewalls, wireless access points (WAP), and phone communications equipment
- Provide oversight and performance tuning for the running network to maximize up-time and provide best-in-class service to our users
- Develop network standards, policies, and procedures for best practices and maximizing the efficiency of our network
- Take a customer-service approach to serving the campus community
- Be responsible for the entire data and voice infrastructure
- Provide safe, reliable, and consistent systems design for future growth and expansion

**Minimum requirements:**

- Bachelor's degree in computer science, computer networking, information systems, or equivalent field required with 5+ years of experience working in a distributed network environment or equivalent combination of education and experience.
- Experience with ShoreTel VoIP phone systems, QoS, and VoIP phone configuration operations.
- Excellent working knowledge of Extreme xOS, HPE Aruba-OS, Palo-Alto, Cisco IOS, TCP/IP
- Microsoft Server knowledge of network protocols such as DHCP, DNS, SMTP, SNMP, and SNMP.
- Experience working with wireless network systems.
- Must be able to perform duties within the normal bounds of an office environment.
- Excellent written and verbal communication skills; demonstrated ability to thrive in a team atmosphere
- Ability to interact with a diverse constituency within a busy, challenging, complex, and changing environment
- Ability to lift up to 50 pounds

The requirements listed above are representative of the knowledge, skill, and/or ability required.

**Desired Qualifications:**

Previous experience with AeroHive wireless network systems, Palo Alto firewalls, Exinda Packet Shaping appliances. Certifications in network field (MCSE, Network+, CCNA, etc.). Experience working with relational databases (SQL).

Adrian College is an Equal Employment Opportunity Employer and women and minorities are encouraged to apply. If offered a position, finalist must furnish proof of U.S. citizenship or proof of eligibility to work in the U.S. within three (3) days of commencing employment.

**Interested individuals should submit a cover letter, resume, and the contact information for three references to Francine Warner (fwarner@adrian.edu).**