



## **ARIES SYSTEMS INTERNATIONAL, INC.**

**POSITION:** Senior Systems Analyst  
**FUNCTION:** Systems Administrator  
**WORK LOCATION:** BUPERS, Millington, TN  
**WORK SHIFT:** 1<sup>st</sup> and on call as required  
**CLEARANCE:** Secret

### **SUMMARY**

- Performs system administration & application monitoring for all aspects of ASI's IT-infrastructure in Millington campus under limited or no supervision.

### **DUTIES**

- Perform a wide range of system administration duties on Windows 2003 servers including install, debug, maintain, upgrade, and general support.
- Support user applications and provide user help desk functions.
- Evaluate, test, and deploy software and hardware upgrades to the server infrastructure.
- Proactive monitoring of all servers, applications and services using a combination of tools to ensure high availability.
- Perform regular and on-demand system backups and recoveries.
- Assist in developing, implementing, testing and maintaining server level disaster recovery plans.
- Collect and review system data for capacity and planning purposes.
- Manage & troubleshoot networks, intranet & internet connectivity throughout the organization.
- Work closely with the MDC team to provide end-user support and issue resolution.
- Maintain up-to-date knowledge of emerging server tools and technologies.
- Rigorously create and maintain documentation for all processes and procedures.
- Lead, train and support the work of other staff engaged in similar functions.
- Attend and actively participate in meetings.
- Coordinate with the rest of the MDC team to meet overall team objectives.

### **EDUCATION**

- Degree in Computer Science, Computer Engineering, or related field preferred (relevant experience may be considered in lieu of a degree).

### **EXPERIENCE DESIRED**

- Seven (7) years of general programming experience, (5) years of system analysis experience.
- Minimum 3-5 years experience in Systems Administration
- At least 3-5 years experience with Hardware & networking
- Experience with installations, upgrades and troubleshooting of Windows Server 2003 & Web application Servers. Experience with IIS, SSH Tectia and Citrix highly desirable
- Must possess or be willing to obtain MCP and Security +
- Working knowledge of application and server security, vulnerabilities and countermeasures
- Strong technical aptitude and ability to research & solve complex issues independently.
- Ability to effectively communicate issues and resolutions to all levels of the organization.
- Ability to maintain confidentiality with sensitive customer and internal information