Field Systems Administrator: Field Systems Administrator III

Maintains smooth operation of multi-user computer systems, including coordination with network engineers. Duties may include setting up administrator and service accounts, maintaining system documentation, tuning system performance, installing system-wide software and allocating mass storage space. Interacts with users and evaluates vendor products. Makes recommendations to purchase hardware and software, coordinates installation and provides backup recovery. Develops and monitors policies and standards for allocation related to the use of computing resources.

Installs, operates, maintains, repairs and modifies equipment. Performs a variety of maintenance and technical support on products such as equipment, integrated systems and subsystems, and software at customer and/or field locations. Analyzes and evaluates products and related performance. Troubleshoots and diagnoses malfunctions to eliminate problem in minimum time. Installs, upgrades and removes products ensuring coordinative engineering field change. Maintains effective customer communications and relations. May provide onsite training of customer support personnel.

Knowledge
Complete understanding and application of principles, concepts, practices and standards. Full knowledge of industry practices.

Problem Solving
Develops solutions to a variety of complex problems. May refer to established precedents and policies.

Discretion/Latitude
Work is performed under general direction. Participates in determining objectives of assignment. Plans schedules and arranges own activities in accomplishing objectives. Work is reviewed upon completion for adequacy in meeting objectives.

Impact
Exerts some influence on the overall objectives and long-range goals of the organization. Erroneous decisions or failure to achieve objectives would normally have a serious effect upon the administration of the organization.

Liason
Represents organization as a prime contact on contracts or projects. Interacts with senior internal and external personnel on significant matters often requiring coordination between organizations.

Work Products (Examples may include but are not limited to)
Principal advisor who interacts with senior leadership (N6, N3, RDML). Performs O.J.T. to clients (users/maintainers). Assists in developing S.O.P.'s. Presents data analysis conclusions and make recommendations. Proactively monitors RF/Network/Applications to detect anomalies and makes recommendations to remedy. Displays competence in using distance support tools (chat/email/POTS). Understands C4I interoperability of systems across a Strike Group. Understands C4I interoperability of systems at the NOC. Understands C4I interoperability of systems end-to-end ship-shore. Understands C4I interoperability of systems inter/intra-AOR. Advanced understanding of Active Directory. Collaborates in the creation/editing of technical documents. Assists in Computer Network Defense (CND). Assists with planning requirements. Networking Professional. IT Professional. CISSP. Assist in training, troubleshooting and maintenance as directed Work swith counterparts ashore to resolve end-to-end issues. Resolve C4I issues that involve multiple systems.

Minimum Education and Experience
6+ years directly related experience with Bachelor's Degree in Business, Information Technology or related field or equivalent experience and/or applicable industry certifications. Advanced MS Word, PowerPoint and Excel Skills.