

## **Junior System Administrator**

- SAIC is currently seeking a motivated, career and customer oriented Junior System Administrator to join our team in Alexandria, VA, supporting the DISA-JSP customer.

**Shift Schedule:** Monday-Friday, 8:00 to 5:00 PM core hours with occasional after hours' onsite work to support both a NIPR and SIPR environment.

### **Position Overview:**

- The Junior System Administrator shall have a basic understanding of installing and configuring Windows operating systems.
- The candidate shall have working knowledge of network protocols, IP addressing, and virtual computing concepts.
- The candidate shall also provide assistance with the administration of networking equipment.
- Day to day operations and maintenance which include but not limited to; review of audit logs, creating backups of the data files, maintaining network equipment inventory
- Server/Workstation Security and maintenance updates
- Maintain system configuration documentation
- Maintain system process and procedure documentation
- Maintain virus definitions, patch versions and Department of Defense (DoD) Security Technical Implementation Guides (STIG) levels on all network Servers, workstations and laptops
- Provide technical support and implementation for PBM network workstations and Virtual terminals
- Work with other team members to analyze and resolve user problems and perform preventative maintenance
- Provide installation support for network systems applications
- Monitor and maintain What's Up Gold network monitoring software
- Support as needed DoD Information Assurance Risk Management Framework (DIARMF)
- Create and maintain images for workstations and laptops within SCCM
- Manage Active Directory, DHCP, and DNS

### **Required:**

- This position requires an active DOD Top Secret clearance.
- Possess DoD 8570.01-M/DoD 8140 Certification IAW established mandate prior to start of work - IAT Level II required (CCNA Security, CySA+, GICSP, GSEC, Security+ CE, SSCP); IAT Level III is desirable (CASP+ CE, CCNP Security, CISA, CISSP (or Associate), GCED, GCIH). Applicants not meeting this requirement will not be considered.
- Associate's in Science degree in Computer Engineering, computer information systems, telecommunications, or management information systems, or have 1 year of documented experience, relevant to this key position
- United States citizenship or permanent resident

- Working knowledge of network protocols, IP addressing, and virtual computing concepts.

**Desired:**

- Active DoD 8140 IAT Level III certification