



Sioux Valley Dakota Nation

Employment Opportunity

IT

Network Administrator

Full-Time, Permanent

Position Summary: The Network Administrator's role is to ensure the stable operation of the computer networks. This includes planning, developing, installing, configuring, maintaining, supporting, and optimizing all network hardware, software, and communication links.

Qualifications:

- Bachelor's degree in Computer Science or a related field, or a combination of education and experience
- 2+ years' experience in a network administration role
- Experience with Microsoft Windows Server 2008, 2012, and 2016
- Experience with Cisco switches and routers - commands, programming, etc.
- MCSE certification
- CISSP, CCNA, or CCNP certification
- Fundamental knowledge of networking concepts
- Proven network engineering, network operations, and network performance analysis skills
- Hands-on technical troubleshooting capabilities
- Knowledge of computing infrastructures
- Familiarity with server management and monitoring tools
- Exceptional critical thinking and problem solving
- Strong interpersonal skills to assist non-technical individuals with complex technical issues
- Ability to present complex ideas in user-friendly language
- Strong analytical and research skills
- Proactive problem-solving
- Clear communication, oral and written
- Ability to work independently under minimal supervision
- Ability to meet deadlines and work under pressure
- Willing to continue learning and developing new skills

Position Duties:

- Assist in network design and implementation
- Provide network support including troubleshooting hardware and software issues
- Install and configure computer network equipment
- Maintain servers and associated hardware, applications, services, and settings
- Manage disaster recovery and back-up
- Evaluate and recommend security improvements and system upgrades
- Monitor network to ensure security and optimal performance
- Create and maintain network users/permissions
- Test release of products to minimize user impact and ensure compatibility
- Configure cloud services
- Install and configure individual workstations
- Maintain network documentation, and support documentation for systems and applications

Competition Number: 202312

Submit Cover letter and Resume indicating Competition Number:

Human Resources Department

Sioux Valley Dakota Nation

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We thank all those who apply, but only those selected for an interview will be contacted.