



Job Description

Position: System Engineer (Part Time)
Department: Information Technology
Reports To: Manager Information Technology

Job Summary:

The System Engineer for Storage & Server Virtualization (Part Time) will be responsible for installation, maintenance and management of HRT storage systems hardware/software. Assist in the development and improvement of HRT information technology services.

Essential Job Functions:

- Assist Technology management with the selection of appropriate server hardware and software to support server virtualization and Citrix implementations.
- Install virtual servers in test environment for testing various HRT applications and to determine fitness of applications for the virtual environment.
- Assist IT management in the selection of storage systems for use with virtual servers and other standalone servers.
- Install/implement storage systems appropriate for HRT applications running on standalone servers and virtual servers.
- Implement the ability to migrate virtual servers to a different physical platform and other functions that will increase the availability of HRT applications.
- Maintain, and upgrade hardware and software of HRT storage systems.
- Document HRT system and network designs using Microsoft Visio
- Perform routine LAN administrative duties as required.
- Compile, write, maintain written documentation of all HRT computer configurations and ensure adherence to HRT minimum hardware/software requirements.
- Maintain awareness of advances in information technology and recommend modifications to HRT systems as required.

Examples of Duties (Duties listed are not intended to be all inclusive nor to limit duties that might reasonably be assigned)

- Coordinates selection and purchase of storage and virtualization hardware and software for HRT.
- Develop system designs and documentation.
- Provide development and/or maintenance of specialized storage and virtualization equipment.
- Performs other duties as required by the Manager of Information Systems.

Required Knowledge, Abilities and Skills essential to Job Functions:

Knowledge and experience with server virtualization and associated storage systems.

Knowledge of Windows operating systems for workstations and servers, software configuration, troubleshooting, and networking protocols and configuration is essential. Ability to create system documentation using Microsoft Visio. Ability to communicate effectively both orally and in writing. Ability to quickly identify problems and implement solutions with minimal downtime. Critical thinking – Using logic and analysis to identify the strengths and weaknesses of different approaches. Knowledge and experience with MS Office Suite required. Knowledge and experience with Citrix required.

Qualifications:

Training and/or Education:

Bachelor's degree in Computer Science, Management Information Systems, Information Systems or a related field or equivalent experience.

Required Experience:

Minimum of five years of experience in systems and network support in Windows environment. Experience with various storage, virtualization and networking protocols and their use.

Licenses or Certificates:

Microsoft certifications or other pertinent certifications are preferred

Special Requirements:

None

FLSA Status:

Physical Demands:

Work requires operation of keyboard devices. Also requires lifting and transferring of computer equipment as needed. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Unusual Demands:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Work involves meeting multiple demands on a timely basis. Duties may require some seasonal overtime.

This job description summarizes the essential duties required for this position but in no way is inclusive of all duties. Other related duties may be assigned as needed by department head or supervisor. All changes must be requested through the Organizational Development and Human Resource Departments.