

JOSEPH W. JONES ECOLOGICAL RESEARCH CENTER

ICHAUWAY, INC.

SYSTEMS ADMINISTRATOR

The Joseph W. Jones Ecological Research Center invites applications for a full-time entry level **Systems Administrator** position that will work under the direct supervision and training of the Network Manager. The Systems Administrator assists with the effective provisioning, installation/configuration, operation, and maintenance of systems hardware and software and related infrastructure. This individual participates in technical research and development to enable continuing innovation within the infrastructure. This individual ensures that system hardware, operating systems, software systems, and related procedures adhere to organizational values, enabling staff and partners.

The 28,000 acre Research Center is located approximately 30 miles south of Albany, Georgia. The Center's research, education, and conservation programs focus on ecology and natural resource management. The site includes 16,000 acres of longleaf pine forests, over 1,000 acres of wetlands, and 26 miles of stream and river ecosystems. Further information about the Jones Ecological Research Center can be found on the web site at www.jonesctr.org.

Job Requirements: Performs system and network administration functions (Windows Server 2003+, Red Hat Linux, Windows XP) including installation, upgrade, OS problem resolution and patch application management. Supports infrastructure services (Active Directory/LDAP, DNS, Apache). Manages file systems (RAID, NFS, CIFS/Samba). Manages tape backup (EMC Networker). Troubleshoots hardware, software, and network problems. Works closely with IT team to provide end-user support and issue resolution. Assists with peripheral equipment. Writes or modifies basic scripts to automate systems administration tasks. Maintains system documentation. Knowledge of website maintenance is desirable. Performs other related duties as required.

Qualifications: Bachelor's degree in information science, computer science or environmental science, with at least 1 year of systems administration experience.

Wages: Compensation is competitive and commensurate with qualifications and experience. Also included is a competitive benefits package.

Send a cover letter, resume, and three references to ITjobs@jonesctr.org, or mail to: Cindy Craft, **ATTN: Systems Administrator Position**, Joseph W. Jones Ecological Research Center, 3988 Jones Center Drive, Newton, GA 39870, or by Fax # (229)734-4707

Applicants will be reviewed until the position is filled. The Joseph W. Jones Ecological Research Center is an Equal Opportunity Employer.