

## Position Information

Position Title:	Systems Administrator
Department	Computer Science Department
Duration of Position:	Full year / Full time
Work schedule (other than Regular hours):	
Position Type:	Administrator
Posting Date	
Posting Removal Date	Open Until Filled
Union Representation:	No Response
Hours per week:	
Posting Number	1000432
Pay Rate:	

## About Vassar College

Located in the scenic Mid-Hudson Valley, Vassar College is a highly selective, residential, coeducational liberal arts college. Vassar is strongly committed to fostering a community that reflects the values of a liberal arts education and to promoting an environment of equality, inclusion and respect for difference. Vassar College is an affirmative action, equal opportunity employer, and applications from members of historically underrepresented groups are especially encouraged.

Vassar College announces an open position for a Senior Systems Administrator in the Computer Science Department. This position reports to the Department Chair.

### Primary Responsibilities:

- Maintain Linux server operating systems on multiple hardware platforms.
- Maintain client operating systems for Computer Science faculty and students including Linux, Windows, and Mac OS X on multiple platforms.
- Maintain and customize servers, applications, end-user devices, including associated server and network infrastructure.
- Document systems and services, tune and configure applications, ensure system performance with system monitoring and analysis tools.
- Create and maintain documentation on systems availability, access, and usage for faculty and students.
- Ensure systems security including monitoring and control procedures, establishing and testing disaster recovery policies, and overseeing the operation of departmental backup systems.
- Solve technical problems while working under minimal supervision with a high level of technical proficiency.
- Identification of need and implementation of updates, patches and fixes and system enhancements, log monitoring, and system hardening.
- Meet financial requirements by submitting information for budgets,

## Position Summary and Responsibilities

managing expenses, and creating budget projections based on academic course hardware and software needs.

- Train and provide work direction to department intern.
- Provide user support to faculty and students including appropriate training to new users on Computer Science systems and policies. It is expected that this person will frequently interact with students.
- Coordinate faculty expectations and needs with existing and prospective departmental computing resources.
- Support CCAS (Center for Collaborative Approaches to Science) high performance computing cluster and working with CCAS faculty to facilitate and further research goals.

Qualifications

Three or more years experience in systems administration, preferably some for an academic department, including an extensive, current working knowledge of Ubuntu and Debian Gnu/Linux on a broad range of hardware platforms. Superior troubleshooting skills are required. Experience with the following: Client operating systems including Windows and Mac OS X in a complex multiplatform networked environment. System automation using shell scripts and languages such as Perl or Python. Installation, maintenance and support of open source and proprietary software. Backups, RAID storage, NFS, virtualization, monitoring tools, email, wikis, Apache, and HTML. IP networking including standard internet protocols, firewall configuration, troubleshooting, and productivity tools. HPC clusters, and parallel and distributed software tools and platforms, such as Oracle grid engine and MPI. Support of multiuser remote access via ssh and VNC. Experience supporting programming languages and IDEs, student dropboxes, version control, MySQL, Tomcat. BS/BA in IT-related field preferred; Associate's degree required. Must be able to work efficiently and cooperatively with faculty and students in a multitasking, interrupt-driven environment. Strong interpersonal skills are required. Must be willing to provide 24x7 support.

Optional Applicant Documents

Required Applicant Documents

Resume  
Cover Letter  
Contact Information for 3 References

Special Instructions to Applicants

To complete your application, you will be required to attach your resume, cover letter, and contact information for 3 professional references (Word or PDF format required). Review of applications will begin immediately. This position will remain open until filled.

For full consideration applicants should apply by:

Anticipated Start Date:

Anticipated End Date  
(If applicable)

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