



advancedmicrocomputingconcepts

www.amcsolutions.net

NETWORK / CLOUD ADMINISTRATOR

Mission Statement

Advanced Microcomputing Concepts is an organization committed to the development of our employees – intellectually, physically and overall mental well-being. We believe that our greatest asset is our people and we invest in them to create the ultimate customer experience; through the use of technology we improve our clients’ efficiency and capability and serve to improve their overall profitability.

We provide technical support and custom IT solutions designed on a per client basis to organizations throughout the Los Angeles, Orange, and San Bernardino County areas. We are a company that values and respects the creativity and input of our employees.

Job Description

The successful candidate will operate as Network/Cloud Administrator in an environment with varied works situations. He or she must be comfortable working in data center and general office environments. In this role, the Network/Cloud Administrator will be part of a collaborative work environment in which there will be continual opportunities for learning. It may be necessary to participate in an on-call schedule. The ideal candidate will possess the abilities to rapidly assimilate and apply new technical knowledge, work successfully in teams, plan and execute tasks in a structured manner, and assume responsibility for systems under administrative care.

Minimum Requirements

A Bachelor’s degree in Information Technology and 10 years increasingly responsible experience as a Network/Cloud Administrator or similar position coupled with any of the desired certifications / experience listed in the table below. The ideal candidate will possess a strong dedication to customer service, superior interpersonal skills, and excellent verbal and written communication skills. A strong understanding of Virtualization and Microsoft Server Systems in a networked environment is required. The ideal candidate must possess the ability to interface with all levels of management, have excellent time management, scheduling, and organizational skills, be able to follow procedures, work well independently or in a team setting, be adaptable to changes, willing to learn new technologies, maintain excellent documentation skills and be a team player. We welcome candidates with solid character and positive attitude to apply for our team!

Microsoft MCITP Enterprise Administrator	VMWare VCP
Cisco CCNA	Microsoft Server 2008 R2
Server/Desktop Virtualization	Remote Desktop Services
Microsoft Exchange	Microsoft SharePoint
Microsoft Group Policy	SAN / NAS
Networking (LAN / WAN / VLAN / WLAN, VPN)	Firewall / Network Security

Job Duties

Network/Cloud Administrator duties include, but are not limited to:

- Design, Build, Secure and Maintain Private Cloud Environments with VMWare/Citrix/Quest/Microsoft Technologies
- Provide support for Microsoft Server 2003 - 2008R2 and Exchange 2007/2010, LAN / WAN, and related services
- Be a part of our team of Cloud Experts to learn how to build and support dynamically delivered infrastructures and disaster recovery solutions from a datacenter and from customer premise.
- Upgrade Infrastructures from Server/Exchange 2003 to Server 2008R2 and Exchange 2010
- Resolving escalated issues related to operating systems and network anomalies and document all work completed clearly and concisely within trouble tickets
- Continually update maintenance and managed service plans for client base, for NOC engineers to execute or to have automated using Kaseya or other scripting tools
- Provide timely and accurate progress status on all ongoing projects and support issues, with an emphasis on client satisfaction
- Will be required to create documentation in support of customers' infrastructure
- Implement, maintain, and troubleshoot autonomous networks within a 24x7 production environment
- Implement, maintain, and troubleshoot the centralized network and management network
- Monitor and maintain all network devices using Kaseya RMM Tool
- Build scripts to automate Windows device management
- Manage and document all time in Autotask (our PSA tool)
- Architect and Implement Projects with thorough documentation for support activities moving forward
- Implement, maintain, and troubleshoot new customer systems per the Sales Engineer's design
- Implement, maintain, and troubleshoot site-to-site IPSec VPN connections using firewalls and routers
- Work with Sales team to develop new solutions
- Mentor and advise Level I Engineers
- Be awesome

Benefits

Weekly Performance-Based Bonus

Medical / Dental Insurance

Paid Holidays

Paid Personal Days

Gas / Mileage Reimbursement

Gym Membership

Cell Phone

Paid Internet at Home

Paid Training Opportunities

How to Apply

Send an email with your resume and salary history to hr@amcsolutions.net. Please use the subject "Network / Cloud Administrator" in your email.