**Systems Administrator IV**

Functioning at a master level of technical expertise, monitors system performance and installs new hardware and software releases and system upgrades, interacts with Security Operations Center. Operates as a technical consultant or technical team leader for one or more project teams. Develops project goals and evaluates project implementation plans. A high degree of independent judgment and creativity is expected.

**Essential Functions**

- Provides solutions for secure delivery of application services in cooperation with Data Center team and application teams.
- Provides support for Data Center operations.
- Establishes and maintains disaster recovery and business continuity procedures.
- Recommends and develops complex system software, operating systems, and computer equipment configurations and data communications systems.
- Works from specifications to develop or modify complex systems applications. Assists with design, coding, testing, debugging, and documentation. Provides technical consulting advice on complex problems.
- Evaluates and recommends installation patches and resolves complex software related problems.
- Implements and performs complex system design augmentations, modifications, to existing applications using engineering releases and utilities from manufacturer.
- Provides support for database analysis, design, and operations. Provides product installation, configuration, and training. Performs systems maintenance to update records, specifications, and operating procedures.
- Maintains data files and monitors system configuration to ensure system and data integrity.
- Coordinates disk space planning and management. Maintains system growth statistics, space forecasts, tape libraries, and software and hardware inventories.
- Insures continued uninterrupted service of the network through identification and problem.
- Confers with software systems analysts in the event errors require a change of sequence of operations.
- Responsible for supervising the complex testing and analysis of all elements of the network facilities (including power, software, communication, and terminals).
- Responsible for the day-to-day operations of the organization's local area network (LAN). Provides integrated support and maintenance of LAN hardware and software.
- Studies vendor products to determine which best meet organizational needs for current or future use.
- Monitors LAN/WAN and servers. Performs data configuration and installation of routers and firewalls. Directs design of LAN security procedures, including access and login requests.
- Monitors and conducts performance evaluation of networks.
- Utilizes complex software and hardware tools, identifies and diagnoses complex problems and factors affecting network performance.
- Functions in lead capacity within department for projects of large size and scope. Leads large projects external to department based on technical needs of project.
- Maintains a mastery of technical knowledge in two Baltimore City Public Schools application programs, databases, operating systems, customer data retrieval processes, or network configurations.
- Participates in the training programs offered to increase technical, interpersonal and communication skills and proficiency related to the project to which assigned.
- Utilizes tact and exercises good judgment in interacting with the general public, school and central office personnel.
- Performs and promotes all activities in compliance with equal employment and nondiscrimination policies; follows federal laws, state laws, school board policies and the professional standards.
Desired Qualifications

- Master's degree in Computer Science or a closely related field and technical certification(s) and one year directly related experience; or Master's degree in Computer Science or a closely related field and two years directly related experience; or Bachelor's degree in Computer Science or a closely related field and technical certification(s) and three years directly related experience; or Bachelor's degree in Computer Science or a closely related field and four years directly related experience; or Associate's degree in Computer Science or a closely related field and technical certification(s) and six years directly related experience; or Associate's degree in Computer Science or a closely related field and eight years directly related experience; or High School degree and technical certification(s) and ten years directly related experience; or High School degree and twelve years directly related experience. Degrees must be from an accredited college or institution.
- Experienced in F5 Local Traffic Manager (LTM) in an enterprise environment, I Rules.
- Experienced in scripting languages such as PowerShell, VBScript.
- Experienced in Symantec Messaging Gateway for mail security and anti-spam.
- Experienced in Symantec Endpoint Protection.
- Experienced in Office 365, DirSync.
- Experienced in DNS, DHCP.
- Experienced in Cisco ASA and PIX firewalls.
- Experienced in Microsoft Active Directory and Active Directory Federated Services
- Experienced in Project Management and life cycle management of large or complex IT projects. Experienced in the design and implementation of technical project plans and demonstrated competency in achieving objectives.
- Experience with Power Shell.
- Utilizes independent judgment and creativity.
- Exceptional written and oral communication skills.

Full time
Additional Details

Qualified candidates for the above position must submit the following:

- Completed online application
- Resume that clearly demonstrates the above minimum qualifications. It is important that you include all experiences and education related to the position to which you are applying.
- Upload copies of all transcripts -undergraduate, graduate and all MSDE Certifications
- Must provide three (3) professional references to include: name, title, business address, e-mail address and phone number
- All documentation/certification necessary (scanned copies accepted) to substantiate minimum qualifications; must be uploaded into application
- All documentation must be scanned and uploaded to application

Benefits -- This position is eligible for benefits. To review the available options please see the information relevant to the union for this position by viewing the following link: http://www.baltimorecityschools.org

- Baltimore City Public Schools ("City Schools") does not discriminate in its employment, programs, and activities based on race, ethnicity, color, ancestry, national origin, nationality, religion, sex,
sexual orientation, gender, gender identity, gender expression, marital status, pregnancy or parenting status, family structure, ability (cognitive, social/emotional, and physical), veteran status, genetic information, age, immigration or citizenship status, socioeconomic status, language, or any other legally or constitutionally protected attributes or affiliations. Discrimination undermines our community’s long-standing efforts to create, foster, and promote equity and inclusion for all. Some examples of discrimination include acts of hate, violence, harassment, bullying, or retaliation. For more information, see City Schools’ non-discrimination statement. City Schools also provides equal access to the Boy and Girl Scouts and other designated youth groups.

For inquiries regarding the nondiscrimination policies, please contact the Equal Employment Opportunity Manager, 200 E. North Avenue, Room 208, Baltimore, MD 21202; 410-396-8542 (phone); 410-396-2955 (fax).

This position is affiliated with the City Union of Baltimore (CUB) bargaining unit.

This position is affiliated with the City Retirement Plan.