

JOB POSTING

JOB: Network Security & System Administrator
DEPARTMENT: Information Technology
REPORTS TO: Jerry Ennis

REQ: 2016-005EX
JOB CODE: LSN002

POSITION SUMMARY:

The job purpose is to safeguard information system assets by identifying and solving potential and actual security problems for the AQHA environment. This would include but is not limited to network and hardware and software support as well as configuring and maintaining all system security policies within AQHA. To devise and develop enhanced solutions for the network and server environment and to engage in resolving technical support requests. This job is estimated to require 60% creative and 40% repetitive functions.

JOB DUTIES:

- Conceptualize, develop and deploy enhanced methods of securing and ensuring the integrity of AQHA's data.
- Protects system by defining access privileges, control structures, and resources.
- Recognizes problems by identifying abnormalities, reporting violations.
- Implements security improvements by assessing current situation; evaluating trends; anticipating requirements.
- Determines security violations and inefficiencies by conducting periodic audits.
- Upgrades system by implementing and maintaining security controls.
- Apply operating system updates, patches and make configuration changes to tighten security.
- Protect the network from malicious entities such as hackers, viruses and spyware.
- Ensure the security of traffic that passes through the network.
- Maintain an inventory of computers, servers, terminals, modems and other access devices that are attached to the Network.
- Upgrade, manage, and maintain VPN concentrators, routers, and other Network equipment.
- Exhibit an advanced knowledge of Windows Server operating systems.
- Exhibit advanced skills in a variety of network platform software applications such as Cisco IOS and Trend Micro anti-virus.
- Research and deploy or devise tools for monitoring the network environment to provide increased uptime, connectivity and uncongested access to resources through the network.
- Support the systems network and help desk environment as needed.
- Upholds all security policies related to the PC network. Must have a working knowledge of AQHA policies in general and keep abreast of industry standards and regulatory compliance requirements.

EXPERIENCE AND EDUCATION:

Certification in the following is desirable but not immediately required:

- Cisco Certified Network Professional (CCNP)
- Cisco Certified Security Professional (CCSP)
- Cisco Certified Network Associate (CCNA)
- Systems Security Certified Practitioner (SSCP)
- Certified Information Systems Security Professional (CISSP)
- Security+ and Linux+

Interested candidates should send your resume and cover letter to jobs@aqha.org.

Posted: September 26, 2016