

## IT Systems Administrator

### Introduction

Knowledge Sharing Systems, LLC ([www.knowledgesharing.com](http://www.knowledgesharing.com)) is an innovation management company providing software and consulting services to the R&D industry. KSS TechTracS<sup>®</sup>, our flagship product was introduced in 2001. Today we have over forty clients, including major research universities, non-profit institutions, federal laboratories, and private companies. We have offices in Missouri, North Carolina, and Maryland.

Knowledge Sharing Systems, LLC is seeking an IT Systems Administrator for immediate permanent hire at our Missouri office at Fort Leonard Wood in support of our Army Knowledge, Innovation, and Technology Sharing contract.

### Position Description

The Systems Administrator will:

- Install new software releases, system upgrades, evaluates and installs patches and resolve software related problems.
- Perform system backups and recovery. Install, configure, and maintain Antivirus and Backup systems.
- Maintain data files and monitors systems configuration to ensure data integrity.
- Install, configure, and maintain the firewall/IDS systems and routers/switches, as well as acting in a security-consulting role.
- Install, configure, and maintain Windows 2003 servers and Active Directory Services.
- Install, configure, and maintain Citrix Presentation servers, Secure Gateways, Reverse Proxy, and Web Servers.
- Install, configure, and maintain server and network hardware infrastructure.
- Monitor and report on physical security.
- Rely on instructions and pre-established guidelines to perform the functions of the job.
- Provide systems support to end-users and be available on-call for emergency systems administration and troubleshooting.
- Have the ability to work well within a defined Change Management process, and willingness to do regular after-hours scheduled maintenance.
- Work well with a team of remote Systems Administrators, Help Desk staff, Managers, and users.

### Required skills:

- Firm understanding of networking (routing protocols, sub-netting, name resolution, etc) with the ability to troubleshoot complex network issues, understanding of TCP/IP protocols.
- Experience with IDS (Instruction Detection Systems), Cisco Firewalls and complex security implementations.
- Experience with Microsoft Windows 2003 server, WSUS (Windows Server Update Services), and Active Directory Services.
- Experience with Norton Antivirus server.

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- Experience with Reverse Proxy and Web Servers.
- Experience with Citrix Presentation server and Citrix Secure Gateway.
- Experience with Tape Backup systems (e.g. Retrospect).
- Working knowledge of other technologies that may affect the behavior of the firewall, for example routers, load balancers, switches equipment.
- Working understanding of the latest security exploits and how to prevent them.
- Excellent communication skills and professional attitude in internal and customer relations.

**Desired skills:**

- Experience with PKI authentication implementation.
- Experience in web development using Adobe DreamWeaver or other HTML tools.
- Experience in database programming using Oracle, MS SQL or MySQL.
- Experience in database administration using Oracle, MS SQL or MySQL.

**Position Requirements:**

- US Citizenship
- Current CompTIA Security+ Certification.
- Current Microsoft Windows 2003 Server Administration Certification (MCSA)
- This position will require a successful Single Scope Background Investigation (SSBI) to be conducted for US ARMY security clearance.
- Current CISSP Certification (very desirable but not mandatory).
- Requires a bachelor's degree in Computer Science or in a related area with at least 3 years of experience in the field or in a related area.
- Job location: Fort Leonard Wood, Missouri 65473

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**Application:**

To apply, please contact us via email only. The subject should include "Systems Administrator application". Provide a resume and a statement of interest to:

Jerome Leveque  
VP, Systems Development and Support  
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