



<b>Company:</b>	ENSPYR, LLC
<b>Date Open:</b>	02/26/2019
<b>Date Closed:</b>	TBD
<b>Job ID No. #:</b>	FE12098
<b>Job Title:</b>	Network & Computer Systems Administrator
<b>Labor Category:</b>	Network & Computer Systems Administrator
<b>Location:</b>	Newport News, VA (Fort Eustis)
<b>Position:</b>	Full-Time / Exempt
<b>Work Schedule:</b>	Monday - Friday (7AM - 6PM staggered shifts), no telecommute
<b>Type Clearance Req.:</b>	SECRET (ADP/IT Level II)
<b>Salary:</b>	Based on experience
<b>Availability:</b>	03/04/2019
<b>Reports To:</b>	Site Lead
<b>Program Manager:</b>	David W. Hunt

**ENSPYR, LLC is currently seeking one (1) candidate** in support of the Army, located at Fort Eustis, Virginia. We are looking for experienced Information Technology (IT) professional(s). Apply now to this posting for immediate consideration.

**Position Summary:** The Contractor shall provide IT systems administration and non-personal support services to ensure the optimal operation of the LAN and associated system hardware and software. This position will work from Fort Eustis, Virginia.

**Job Responsibilities:**

- Utilize Microsoft-based LAN that supports approximately 100 personnel, using a combination of desktop computers connected to the organization's LAN, and laptop computers connected to the LAN via docking stations and are frequently used away from home station, accessing the LAN via VPN.
- Ensure proper operation of the LAN, secure/non-secure video teleconferencing (SVTC/VTC) equipment, and associated system hardware and software.
- Manage the configuration and operation of the multi-user computer systems supported from within the organization and the operational maintenance of all servers and workstations.
- Diagnose hardware and software problems, and replace defective components.
- Perform data backups and disaster recovery operations.
- Maintain and administer computer networks and related computing environments, including computer hardware, systems software, applications software, and all configurations.
- Operate master consoles in order to monitor the performance of computer systems and networks, and to coordinate computer network access and use.
- Perform routine network startup and shutdown procedures, and maintain control records.
- Design, configure, and test computer hardware, networking software and operating system software.
- Recommend changes to improve systems and network configurations, and determine hardware or software requirements related to such changes.
- Monitor network performance in order to determine whether adjustments need to be made, and to determine where changes will need to be made in the future.
- Train people in computer system use.
- Gather data pertaining to customer needs, and use the information to identify, predict, interpret, and evaluate system and network requirements.
- Analyze equipment performance records in order to determine the need for repair or replacement.
- Maintain logs related to network functions, as well as maintenance and repair records.

- Research new technology, and implement it or recommend its implementation.
- Work scheduled rotating shifts covering hours of 7 A.M. to 6 P.M.

**Important Notice:** The above is a brief summary of job responsibilities and is not an exclusive or exhaustive list of all job functions that a team member in this position may be asked to perform.

**Desired Skills and Experience:**

- Must possess ACTIVE SECRET clearance.
- Must have current driver's license.
- 5+years of IT experience, 5+ years networking experience.
- Collaborating in a team atmosphere; communicating through various technology channels with teams and end customers locally or remote.
- Previous experience supporting and troubleshooting IOS, network and appliance issues reported through monitoring or customer submittals.
- Experience and certifications on Microsoft server, data center storage.
- Experience with implementation of IT service management best practices such as change, problem, incident, configuration and service level management is strongly preferred.
- Ability to drive efficient resolution of all incidents through analytical and structured approaches to problem solving.
- Experience in the development and refinement of processes and procedures to ensure efficient, repeatable and effective monitoring and troubleshooting of network and systems.
- Familiarity with Enterprise IT environments (data and voice networks, IT security systems, policies and procedures).
- In-depth knowledge of IP networking, VPN, servers/storage, file, print, DNS, DHCP, VoIP, VTC, video streaming.
- Must have extensive working knowledge concerning installation and configuration tasks, operation, troubleshooting, maintenance, and upgrade of the following systems/programs: SOMARDS PBAS DISA MIAP SDW DTS WAWF PD2 MS Office/Windows Server Exchange MS SharePoint TCO Tool Database & Software Application LMP, and VPN.
- Must have excellent customer-service skills to be patient and sympathetic to help people who are frustrated with the software or hardware they are trying to use.
- Must have problem-solving skills to identify both simple and complex computer problems, analyze them, and solve them.
- Must have the ability to communicate (written and verbally) effectively with senior leadership and have excellent customer service skills and the ability to speak professionally over the phone, in-person, and in writing.
- Able to work with little supervision, individually and as part of a team.
- Demonstrated proficiency in computer skills, including internet navigation, Microsoft Office Professional Suite (MS Word, Excel, PowerPoint, & Outlook) and exhibit the ability to learn new software.

**Education/Certifications:**

- Must have ACTIVE Secret security clearance.
- Must have one of the following: Bachelor's degree in the IT or Computer Security field with two (2) years of experience; Associate's degree in the IT or Computer Security field with three (3) years of experience; or three (3) to five (5) years of experience with DoD Local Area Networks, Wide Area Networks, and workstations.
- Preferably be certified Information Assurance Technician (IAT) Level II and Information Assurance Manager (IAM) Level 1 within last 3 years IAW DoD Directive 8570.01-M.
- Must have minimally MCSA Windows Server 2010 certification; preferably MCSA Windows 2012.
- Must have current CompTIA Security+. Also, preferably Network +.

**Type of Travel:**

- None

**Note:** Relocation assistance *is not* available for this position. If relocation is required the selected candidate must be willing to relocate at his/her own expense. Must be citizen of the United States.

**How to Apply:** After reviewing the position, please attach your resume with a copy of your IT certifications (CompTIA/MCSA Windows Server, etc.). Also attach your Verification of Military Education & Training (VMET) and/or Joint Service Transcript (JST), if you have prior military experience. Access VMET document at [www.dodtap.mil/login.html](http://www.dodtap.mil/login.html) and JST at <https://jst.doded.mil>.

[**Note:** Please be sure to address all stated requirements of posted requisition in the resume that you possess and ensure you submit all required documents. Resumes may not be considered if this is not accomplished.]

***Enspyr is an Equal Opportunity/Affirmative Action Employer. We abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.***

***This Company is an E-Verify Participant.***