Job Title: Corporate Office System Administrator

Company: Hilaria Solutions

Location: Norfolk, VA

We are looking for a talented and experienced System Administrator to join our corporate office team. The ideal candidate will have a strong background in system administration, network administration, and security protocols.

Responsibilities:

* Install, configure, maintain, and troubleshoot hardware and software systems.
* Monitor and maintain system health, performance, and security.
* Develop and implement system policies and procedures.
* Create and maintain documentation related to systems and procedures.
* Provide technical support to end-users and resolve issues in a timely manner.
* Collaborate with other teams to ensure system integration and compatibility.
* Manage and monitor network infrastructure.
* Ensure compliance with security and data privacy regulations.

Requirements:

* Bachelor's degree in Computer Science, Information Technology or related field.
* Minimum 3 years of experience in system administration.
* Strong knowledge of Microsoft Windows operating systems and server technologies.
* Knowledge of virtualization technologies such as VMware or Hyper-V.
* Experience with backup and disaster recovery solutions.
* Familiarity with networking protocols and topologies.
* Strong analytical and problem-solving skills.
* Excellent communication and interpersonal skills.

We offer a competitive salary and benefits package, including health, dental, and vision insurance, 401(k), paid time off, and opportunities for career advancement.

If you are a highly motivated individual with a passion for technology and a proven track record in system administration, we would love to hear from you. Please submit your resume and cover letter for consideration.