Systems Administrator - Medical Education Job

Employer Name:

SpiderID: 12447071

Location: Miami, Florida

Date Posted: 4/22/2022

Wage: Negotiable

Category: Information Technology

Job Code: R100057254

Job Description  
  
The department of Medical Student Education has an exciting opportunity for a Full Time Systems Administrator to work at the UHealth Campus. The Systems Administrator maintains and administers computer networks and equipment to ensure optimal performance in and fast recovery from emergency situations. The incumbent ensures effective provisioning, installation, configuration, operation, and maintenance of systems hardware and software, and related infrastructure.  
  
   
  
Provides system configuration, training, administration for computer systems and technology services.  
  
   
  
Procures and provisions services and platforms from vendors and/or central IT groups.  
  
   
  
Implements automation solutions for administrative tasks using systems scripts and related tools.  
  
   
  
Develops and improves business systems and processes through iterative planning and continuous quality improvement practices.  
  
   
  
Provides support for the entire device lifecycle, including acquisition, inventory, and disposition.  
  
   
  
Plans and manages technology projects, ensuring stakeholder input and visibility.  
  
   
  
Works with vendor personnel to identify and resolve all vendor hardware and software problems.  
  
   
  
Facilitates systems operations and user support requests with key stakeholders and central IT groups.  
  
   
  
Works closely with others within the IT function to define metrics, which are used to measure and communicate the efficiency and effectiveness of the Windows operating environment.  
  
   
  
Adheres to University and unit-level policies and procedures and safeguards University assets  
  
   
  
This list of duties and responsibilities is not intended to be all-inclusive and may be expanded to include other duties or responsibilities as necessary.  
  
   
  
 Minimum Qualifications  
  
   
  
Bachelor's degree in relevant field  
  
   
  
Minimum 3 years of relevant experience  
  
   
  
Knowledge, Skills and Attitudes:  
  
   
  
Expert knowledge of Windows, Active Directory, IP networking, and centralized client management technologies.  
  
   
  
Ability to write and debug well documented, quality computer programs using common scripting languages including PowerShell.  
  
   
  
Working knowledge of Microsoft SharePoint, and Identity and Access Management tools.  
  
   
  
Working knowledge of Linux server systems administration is preferred.  
  
   
  
Fundamental understanding of IaaS platforms such as Azure and AWS is preferred.  
  
   
  
Ability to communicate effectively, both orally and in writing, with technical and non-technical staff.  
  
   
  
Ability to work evenings, nights, and weekends, as necessary.  
  
   
  
Commitment to the University's core values.  
  
   
  
Ability to work independently and/or in a collaborative environment.  
  
   
  
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Start Date:   
  
  
Position Type: Full-Time Permanent  
  
  
Years of Experience Required:   
  
  
Education Required:   
  
  
Overnight Travel:   
  
  
Vacation Time:

Contact Name: University of Miami Health System

Company: University of Miami Health System