

# OFFICE OF THE SHERIFF

Clay County, Florida

D. R. Daniels, Sheriff

Office Memorandum

## JOB NOTICE

**DATE:** February 27, 2017  
**TO:** All Members  
**FROM:** Sandra Hartley, Human Resources  
**POSITION:** Server System Administrator  
**REPORTS TO:** Information Services Supervisor  
**STARTING SALARY:** \$42,582, Pay Grade 15  
**DEADLINE TO APPLY:** March 10, 2017 at 5:00 p.m.

The Sheriff is posting a notice of opportunity to transfer to the position of Server System Administrator.

*Specific duties may include, but are not limited to:*

- Administering all agency servers to include Exchange 2016, SQL Server, SharePoint, ScriptLogic, McAfee Enterprise Suite, NetMotion VPN, VSphere ESXi and VMWare View
- Administering security appliances to include Cisco Web and Email Security Appliance and Imprivata
- Administering active Directory and Windows Server Operating Systems
- Administering CommVault Simpana Backup Systems
- Administering Microsoft Windows operating systems
- Administering User accounts
- Administering Equallogic SAN and reporting on storage usage trends
- Monitoring and reporting on system security
- Being familiar with iOS and Android mobile devices
- Participating in 24/7 on call rotation
- Performing additional duties may be required from time to time

Minimum Qualifications: Associate degree in computer science or related field with a minimum of two (2) years of experience in computer hardware or software support with exposure to enterprise level systems.

If you are interested in this position, you must complete the CCSO form "Promotion/Job Transfer Application" (CCSO/A-272) and submit it via your chain of command.

All completed forms need to be forwarded to the Human Resources Department. Additionally, please notify Diane Shaw at extension 6032 in Human Resources of your interest.

Thank you.

***Equal Employment Opportunity Employer***