

SYSTEM ADMINISTRATOR

Connecticut's Raptor Scientific location is seeking a motivated and enthusiastic individual to support our global IT Department.

The primary focus of this role is to provide local support for the Corporate Information Systems Manager, including assistance support for the overall network, local desktop support and general assistance with the overall infrastructure of the company. Local support will include maintenance for company servers, hardware, and phone systems, general help desk support, as well as information technology training.

The Systems Administrator will also be responsible for configuring new employee hardware and software as well. This individual will help support the maintenance of data files and monitoring of system configuration to ensure data integrity. The Systems Administrator will work in accordance with IT standards, processes, and policies or as directed by IT Management.

Raptor Scientific is a leading engineering company focused on the Test & Measurement sector in the Aerospace and Defense markets. Raptor Scientific is a leader in mass properties measurements and equipment; radar cross-section measurement systems; and a leader in air data test equipment. This position will directly support the mass properties business unit and the air data test business unit, including in-office support at the company's office location in Berlin, CT.

RESPONSIBILITIES

- Configuration and maintenance of the networked computer systems, including hardware and software applications.
- Implement, monitor and troubleshoot internal information technology security policies, application security, access control, and data safeguards.
- Maintain technical documentation that supports all areas of IT operations, to include creating new processes and improving existing procedures.
- Support software configuration, new software releases and system upgrades, evaluate and install patches, and resolve software related problems.
- Perform daily backup operations, including all required file systems and system data.
- Support Company Telecommunications Phone system.
- Support the maintenance and configuration of SQL and database operations.
- Provide high-availability support for network infrastructure.
- Other responsibilities and projects as required.

REQUIREMENTS

- 3- 5 years IT System Administration experience required.
- Strong level of understanding of Windows and O365 operating environments.
- Working knowledge of virtualization, VMWare or equivalent
- History of working through ERP implementations and working knowledge surrounding maintenance of ERP platforms.

- Strong knowledge of systems and networking software, hardware and networking protocols
- Strong knowledge of implementing and effectively developing helpdesk and IT operations best practices, including expert knowledge of security, storage, data protection, and disaster recovery protocols.

OTHER SKILLS

- Ability to communicate effectively and maintain confidentiality.
- Strong analytical and troubleshooting skills.
- High attention to detail and ability to multi-task as needed.
- Ability to research and diagnose problems quickly.
- Flexibility with addressing emergency issues promptly.

EDUCATION

Bachelor's degree in Computer Science, Information Technology, System Administration or a closely related field or equivalent experience required. Microsoft MCSE certification or similar

Competitive salary is commensurate with qualifications and experience.

BENEFITS

- 80/20 healthcare, dental, and vision
- 401K with company matching.
- ancillary disability, voluntary life, and accident insurances available a la carte
- wellness initiatives
- revenue bonus plan
- education assistance plan

This position requires use of information which is subject to the International Traffic in Arms Regulations (ITAR). All applicants must be U.S. persons within the ITAR definition of; "A U.S. person as a U.S. Citizen, U.S. Permanent Resident (i.e. 'Green Card Holder'), Political Asylee, or Refugee."

Please do not contact the company. No recruiters please.

Raptor Scientific is an affirmative action/ equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, marital status, national origin, ancestry, sex, sexual orientation, disability, medical condition, protected veteran status, age, citizenship, or any other characteristic protected by law.