

Job Description
Network Administrator
Cyber Innovation Center

This position is for a **Network Administrator at Cyber Innovation Center (CIC) in Bossier City, LA and is responsible** for the application of analytical processes to the planning, design, and implementation of new and improved DoD, commercial and research information systems to meet the business requirements of customer organizations. Additionally, this position is responsible for the planning and coordination of testing, operations, systems solutions, and maintenance of hardware and software systems to minimize interruptions.

Required Skills:

- Five or more years of network infrastructure and network administration experience
- Applicant must possess and maintain Information Security professional certification commensurate with DoD 8570.1 IAT Level II requirements (Security+ or equivalent).
- Existing & current SCI-DCID 6/4 Top Secret Clearance. US Citizenship required
- Experience with national security information system related security requirements (e.g. JAFAN, DCID, JSIG, ICD 503, RMF, DIACAP, NISPOM or DAAPM) to include technical computer/network system certification and auditing.
- Experience with Cisco networking hardware to provide both voice, data, and video teleconferencing services
- Experience with network segmentation, design, subnetting, and 802.1X authentication protocol
- Experience with installing and configuring network equipment including software and hardware (switches, routers, hubs, and KG 175s)
- Experience conducting vulnerability scans, implementing required security patches, configuration changes, and applicable STIGs
- Current knowledge on managing the functionality and efficiency of DHCP servers, virtual servers, virtual enterprise workstations, and virtual host platform
- Analytical and problem-solving abilities to identify and fix network risks ensuring optimal performance (availability, utilization, throughput, output, and latency)
- Implementation and management of backup procedures and disaster recovery
- Conduct research on network products, services, protocols, and standards in support of network procurement and development efforts

- Experience managing and conducting system log audits to identify potential problems
- Maintain inventory and asset configuration documentation to include the production of network diagrams
- Develop and implement standard operating procedures
- Excellent team working skills to develop security solutions in collaboration with other information technology professionals
- Self-motivated with strong communication skills (written and oral) and time management skills.
- Must be flexible and work with limited supervision
- Customer focused, adaptable and willing to work varying assignments

Desired Skills:

- Networking certifications such as CCNA, CCNP, or CCIE or equivalent
- Experience developing Risk Management Framework (RMF) body of evidence artifacts.
- Working experience with operating systems such as Windows, UNIX, LINUX, etc.
- Experience using Active Directory to administer classified and unclassified networks
- Ability to handle difficult people and/or situations in high pressure environments and make tough decisions.

Required Education:

Associate degree in either Computer Science, Information Systems, Information Technology, or other relevant degree. Eight years of relevant experience may substitute for the associate degree requirement.

Work Requirements:

Hours: 8 a.m. to 5 p.m., Mon-Fri (typical).

Due to the nature of the business and depending on specific event schedules, the employee will be required to vary typical work hours. Occasional weekend work could be required. Occasional travel may be required.

Compensation:

Salary: Commensurate with ability and experience. Excellent employee benefits package.