CLASSIFICATION SUMMARY
THE GEORGE WASHINGTON UNIVERSITY

Title: Windows Server Administrator, SEAS

FLSA Exempt
Code 39TB
Grade: 18

BASIC FUNCTION AND RESPONSIBILITY

To set-up and implement administrative, educational and research computing environments that focus on Windows based computing, and to assist in providing training for local departmental systems users relative to new techniques.

ENTRY-LEVEL QUALIFICATIONS

A Bachelor's degree in Computer Science, Information Systems, Engineering, or related field, or an equivalent combination of education, training and experience, is necessary.

MCSA/MCSE preferred.

A minimum of 3-5 years of experience analyzing and implementing administrative computing environments including networks, PC's, Microsoft Office and general desktop applications is necessary.

A working knowledge of office applications commonly used at SEAS is desirable.

A working knowledge of engineering, design and software development packages is desirable.

A working knowledge of Samba or AFS file servers is desirable.

The George Washington University is an Equal Opportunity/Affirmative Action Employer.

This description is intended to indicate the kinds of tasks and levels of work difficulty that will be required of positions that will be given this title and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of any supervisor to assign, direct, and control the work of employees under his/her supervision. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.