

The University of Texas at San Antonio

Job Description

Job Title: Senior Enterprise System Engineer
Code: 19313
Salary Grade: 64
FLSA Status: Exempt
Department/Division: Office of Information Technology, Infrastructure Services
Reports To: Director of Data Center Operation

Summary

- **Function:** Under minimal supervision, Senior Enterprise Systems Administrator provides advanced solution architecture and advanced administration support for enterprise systems and application running in a data center environment.

Duties

- **Typical:**
 1. Provide for the training, direction and career development of assigned personnel
 2. Provide effective communication and sustain positive customer relationship with all offices and departments at UTSA
 3. Exercise independent judgment bases on extensive technical or specialized knowledge and experience
 4. Delegates assignment and provide leadership and on the job supervision to assigned full-time and part-time personnel
 5. Develops and promotes standard operating procedures within a data center environment
 6. Architects, manages, test and provide support to multiple enterprise wide systems and servers
 7. Designs recommends, installs and support enterprise-wide computing systems and related infrastructure, e.g. Active Directory, BIND, CIFS,NFS, WINS,DNS,DHCP
 8. Performs systems interaction design and develops policies, procedures and standards related to the development and maintenance of systems
 9. Design and promotes security for server protection and clients access
 10. Analyzes server requirements from functional specification
 11. Develops, promotes, and implements hardware and application documentation standards in enterprise data center environment
 12. Consults on server application design, and coordinate changes to server applications, including upgrades, patches and fixes

13. Schedules or performs installation and upgrade and maintains them in accordance with established Information Technology policies and procedures.
14. Monitors and tunes the system to achieve optimum performance levels
15. Recognizes and troubleshoots problems with server hardware and applications
16. Ensures data or media recoverability by implementing a schedule of systems backup and database archive operations
17. Support media management through internal methods and procedures or through offsite storage and retrieval services
18. Conducts routine hardware and software audits of server to ensure compliance with established standards, policies and configuration guidelines
19. Develops and maintain a comprehensive operating system hardware and software configuration database or library of all supporting documentation
20. Assists with special project, as needed
21. Knowledge of all Microsoft Office software able to learn and use institutional software systems.
22. Complies with all State and University Polices
23. Other duties as assigned

- Periodic:

1. N/A

Education

Required	Preferred
Bachelor's degree from four year college or university within area of assigned responsibility.	N/A
Technical training and/or experience may be substituted for a degree on a year for year basis.	

Other Requirements

Required	Preferred
N/A	N/A

Experience

Required	Preferred
Five years of experience, related to the statement of duties and responsibilities. In depth knowledge of common server hardware architecture including servers (CPU, bus,	N/A

memory), SANs, disk arrays, network hardware.	
In depth understanding of Operating Systems (e.g., Windows, Linux, or Solaris), including processes, files, memory management and I/O systems; distributed information systems including 2 and 3 tier designs, and web based systems; networking services and protocols (e.g., TCP/IP, SSL, FTP, Telnet, LDAP).	
In depth understanding of IP networking, basic routing, TCP ports and network services, including SSH, LDAP, SFTP and HTTP(S).	
Ability to design, promote, and implement change control and configuration management, patch management, high availability systems, structured design and support methodologies.	
Demonstrate experience in programming system maintain tasks in Power Shell, C, Java, Perl, batch/shell, or other general purpose programming language; perform complex performance analysis including system processes, I/O subsystems, networks and other related components.	

Equipment

Required	Possible
Personal computer and standard office equipment.	N/A

Working Conditions

Usual	Special
While performing the duties of this job, the employee is occasionally exposed to extreme cold and risk of electrical shock. The noise level in the work environment is usually moderate	May require some travel.

Supervision

Received	Given
General supervision given from Director of Data Center Operations.	Direct supervision of assigned staff. Ensures staff is adhering to university and

	departmental policies, procedures and best practices. Supervises, counsels and evaluates assigned staff
--	--

Accuracy

Proficiency in all phases of the duties performed.

Security Sensitive

Specific job requirements or physical location of some positions allocated to this classification may render the position security sensitive, and thereby subject to the provisions of section 51.215 Texas Education Code.

Internal Control

Within the scope of position duties, responsible for seeing that operations are effective and efficient, assets are safeguarded, reliable financial data is maintained, and applicable laws, regulations, policies, and procedures are complied with.