



## CAREER OPPORTUNITY INFORMATION TECHNOLOGY NETWORK ADMINISTRATOR IT & ELECTRONICS DEPARTMENT

**JOB SUMMARY:** - The Information Technology Network Administrator must maintain a stable, reliable, secure, and efficient voice and data communication network throughout the airport campus. Additionally, the Network Administrator must also maintain, configure, and monitor all active network components to ensure the smooth daily operation of the campus network. The components to be managed daily include but are not limited to the cisco distribution switches, cyber security environment, edge security software, firewalls and devices that are driven by the network systems that are critical to business continuity. The Network Administrator will complete supplementary duties as needed.

**KEY DUTIES AND RESPONSIBILITIES:** -

- Upgrade networking device's IOS when and where necessary
- Manage the operation of routers and switches
- Fully support, configure, maintain, and redesign the corporate network environment to enhance efficiency when necessary
- Resolve timely end-user client machines networking concerns
- Define or modify networking policies and procedures when necessary
- Monitor network performance, availability, utilization, throughput, and latency issues
- Research and make recommendation on network design and administration
- Monitor, modify, and maintain the campus wireless network infrastructure when necessary
- Install and support LANs, WANs, network segments, Internet, and Intranet systems
- Evaluate and modify network systems performance
- Analyze and isolate network related issues
- Design and deploy networks to support subsystems when required
- Ensure network connectivity throughout the company's Lan/WAN infrastructure is on par with technical considerations
- Maintain the security and integrity of the voice and data networks
- Determine network enhancements and related system required
- Install and maintain network hardware and software when required
- Maintain and manage firewalls, spam filters and other networking devices
- Protect the network from malware and viruses through the use of our edge devices software and cyber security platforms
- Maintain and troubleshoot the VMware networking environment

**QUALIFICATIONS:** -

- A minimum of a bachelor's degree or equivalent in the field of Engineering Technology/Information Technology or related field of study
- Certifications in Cisco, CCNA, CCNPP and CCNA wireless
- Certifications in CCDA, VCP and cyber security a plus
- Proficiency with all windows operating systems

**COMPETENCIES:**

- **Honesty and Integrity:** Ethical and trustworthy, as well as always making the decision to do what is right for all company stakeholders
- **High Standards and Work Ethics:** Set a high standard of work expectations and accountability for yourself and team members. The willingness to go the extra mile in all work-related activities
- **Efficiency / Organization / Follow Through:** The ability to prioritize work by importance with an emphasis on efficiency; remain organized and follow through on every task assigned
- **Proactive / Attention to Detail:** The ability to act and plan without needing to be told what to do, can be flexible when encountering change, all while making sure every detail is accounted for

Resumes with certificates should be forwarded via email to [people@nas.bs](mailto:people@nas.bs) on or before **July 20, 2022**. Only short-listed candidates will be contacted.