

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

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Austin, Texas 78711-3087
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State Title: **Systems Administrator IV**
Functional Title:
Job Posting: **16194**
Monthly Salary: \$4301.16 - \$5365.93
Salary Group: B22
Posting Date: 03/14/2016
Close Date: 03/28/2016
Section/Division: Infrastructure Management Section/ Information Resources Division
Work Location: 12100 Park 35 Circle, Austin, TX 78753
Openings: One(1)
Position #(s): 0368

Job Description:

Supports and maintains desktop provisioning systems and server environments for the Texas Commission on Environmental Quality (TCEQ). Plans, schedules, and coordinates desktop provisioning implementations and upgrades. Works with vendors and customers to ensure smooth transitions to upgraded systems. Prepares architecture diagrams and descriptions that represent current and proposed systems, including costs and benefits. Leads and/or coordinates the administration of desktop environments and provisioning tools to ensure systems meet the business needs of the agency. Monitors and responds to customer issues, and analyzes problem to troubleshoot and resolve customer service issues and performance improvement. Acts as a mentor for junior analysts and a technical resource for other analysts. Assists with software security planning and implementation.

Military Occupational Specialty (MOS) Codes: 25B, 53A, 181X-RL, 182X-RL, 642X-LDO, 26, 030, C4I11, ISM, 0171, and 8858

Minimum Qualifications:

A bachelor's degree in an information technologies or related field (COPY OF OFFICIAL TRANSCRIPT REQUIRED WITH APPLICATION) from an accredited college or university plus four years of full-time experience in computer system administration, network administration, or operating systems programming in an open systems environment.

OR Completion of 15 semester hours in information technologies from an accredited college (COPY OF OFFICIAL TRANSCRIPT REQUIRED WITH APPLICATION), plus five years of full-time experience in computer system administration, network administration, or operating systems programming in an open systems environment.

OR Six years of full-time experience in computer system administration, network administration, or operating systems programming in an open systems environment.

All of the above experience options must have included successful completion of two years as a full-time UNIX, LINUX, Novell, or Windows Server Systems Administrator in a multi-platform environment.

OR Two years of full-time experience at TCEQ as a Systems Administrator III.

Preferred Requirements:

Experience with Microsoft System Center Configuration Manager), application installation packaging & Windows image creation.

Experience administering Windows PC systems.

Experience with Windows Powershell or writing scripts.

Special Requirements:

Moving up to 40 pounds of computer equipment.

Traveling up to 5% of the time.

Condition of Employment:

TCEQ will verify Selective Service registration for males born on or after January 1, 1960. If exempt from Selective Service registration selected candidate must provide proof of exemption on first day of employment. Offers of employment are contingent on the candidate having legal authorization to work for the TCEQ. TCEQ will conduct a criminal history records search on candidates selected for posted vacancies. Only applicants who are interviewed will receive written non-selection notification.

Submit a standard State of Texas application for **each job posting** to the Texas Commission on Environmental Quality, Human Resources & Staff Services (HRSS) office by 5:00 p.m. on the closing date. A signed faxed or emailed copy is acceptable. In compliance with ADA, if you need any special accommodations during the employment process, please contact HRSS for assistance.

Texas Commission on Environmental Quality is an Equal Opportunity Employer