



## Toyon Research Corporation

6800 Cortona Drive  
Goleta, CA 93117  
www.toyon.com

CAREER OPPORTUNITIES - Sterling, VA

### IT Systems Administrator (Ref #1935-L)

Toyon is seeking an IT Systems Administrator to join the IT Team in providing day-to-day operational maintenance, support, and upgrades for workstations, servers, network switches, routers, and firewalls.

Responsibilities will include:

- Performing software installations and upgrades to operating systems and layered software packages.
- Scheduling installations and upgrades and maintaining them in accordance with established IT policies and procedures.
- Monitoring and tuning the system to achieve optimum performance levels.
- Ensuring workstation/server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions.
- Ensuring data/media recoverability by implementing a schedule of system backups and database archive operations. Implements and promotes standard operating procedures.
- Conducting hardware and software audits of workstations and servers to ensure compliance with established standards, policies, and configuration guidelines.
- Configuring, implementing, and maintaining voice, data and network communications systems.
- Monitoring communications performance using visual, diagnostic equipment, status indicator checking methods, etc., to locate problems.
- Utilizing electronic and telephone equipment.
- Responding to local area network (LAN) and wide area network (WAN) user requests for system upgrades and changes.
- Providing maintenance support for various systems such as electronic mail, message centers, or other computer-automated communications systems.
- Interfacing with vendors on new technology and system updates.

Qualifications:

- Minimum of 3 years of technical training and experience with:
  - Scripting (Bash/PowerShell/Python/Ruby)
  - Microsoft Active Directory
  - Windows (Server and Workstations)
  - Apple macOS
  - Linux (Debian/CentOS/RHEL/Ubuntu/SUSE)
  - Virtualization (Docker/KVM/Hyper-V/VMware)
  - Automation and Configuration Management (Ansible/Chef/Puppet)
  - Distributed Version Control Systems (Git/SVN)
  - Configuration and Management of Enterprise Networking Hardware and Firewalls

The ideal candidate possesses the following attributes:

- DevOps approach to systems administration
- Interest in learning and growing technical skill-set
- Self-starter

**U.S. Citizenship is Required.** Ability to qualify for a US Department of Defense security clearance required.

Please e-mail resume to: [employment@toyon.com](mailto:employment@toyon.com)

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Toyon is an Equal Employment Opportunity Employer Minorities/Females/Vet/Disability