Systems Administrator

Ennovo Group is a technology services startup founded in Nashville, TN in 2016. We specialize in helping local healthcare companies implement and manage various types of technology. As our team grows, we are looking to hire a Systems Administrator to join our team at our offices in Brentwood.

This individual will also be accountable for Windows OS, Servers, network, storage systems, monitoring hardware.

Duties and Responsibilities

- Perform system administration tasks for the Windows Active Directory Domain and multiple Windows Servers. Administer users, groups, OU's on the Active Directory Domains.
- Manage the installation of software and hardware fixes, updates, and enhancements.
- Install, configure and manage Tablets, and MDM software.
- Install new and rebuild servers on IaaS platform (Azure and/or AWS) and configure physical hardware, peripherals, services, settings, directories, storage, etc. in accordance with standards and project/operational requirements
- Research and recommend innovative, and where possible, automated approaches for system administration tasks.
- Setup and manage network devices, firewalls and routers.
- Perform ongoing performance tuning, hardware upgrades, and resource optimization as required. Configure CPU, memory, and disk partitions as required.
- Apply OS patches and upgrades on a regular basis and upgrade administrative tools and utilities.
- Perform data backups and disaster recovery operations.
- Optimize the functionality of networks and systems and diagnoses and recovers failed systems.
- Develop standards and criteria for accessing server performance, availability, capacity, or configuration problems.
- Plan, coordinate, and implement network and OS security measures to protect data, software, and hardware.

Education and/or Experience

Bachelor's degree from an accredited institution or equivalent industry experience. 3+ years as a systems administrator (Windows and networking).

Skills/Knowledge Qualifications:

- Ability to utilize various scripting tools (PowerShell, etc.) and automation tools to improve efficiency and effectiveness of common server administration tasks.

- Cloud computing experience with providers like Microsoft Azure and/or Amazon AWS
- Successful communication abilities, both written and oral.
- High organizational skills, self-motivated, ability to multitask, and able to work independently and in teams
- Operations experience in 24/7 environments
- On-call rotational duties required
- Office365 migration, management, and administration experience
- Azure and/or AWS IaaS experience