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<th><strong>Position Description</strong></th>
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<td><strong>Requisition Number:</strong> 03021749</td>
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<td><strong>Position Number:</strong> 02021969</td>
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<td><strong>Dept:</strong> ENT APPS &amp; INFRASTRUCTURE SVCS - 061419</td>
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<td><strong>Position:</strong> ENTERPRISE UNIX SYSTEM ADMINISTRATOR</td>
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<tr>
<td><strong>Approved Payroll Title Code:</strong> 0520</td>
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<td><strong>Approved Payroll Title:</strong> SYS ADM 4</td>
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<tr>
<td><strong>Approved MSP Salary Grade:</strong></td>
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<td><strong>Approved PSS Salary Grade:</strong> MSP25</td>
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<th><strong>POSITION DETAILS</strong></th>
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<td><strong>Job Summary:</strong> Under the general direction of the Infrastructure Systems Management supervisor, serves as a system administrator for campus infrastructure systems and client systems managed by IET. Responsible for the configuration, installation, maintenance, and monitoring of Linux-based systems and services run by EIS. This position works with a high degree of decision-making autonomy and has a high campus impact as it supports business-critical applications and services.</td>
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<tr>
<td><strong>Campus Job Scope:</strong></td>
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<td><strong>Department Specific Job Scope:</strong> N/A</td>
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<td><strong>Positions Supervised:</strong></td>
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<th><strong>Essential Responsibilities:</strong></th>
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<td><strong>60% SYSTEM ADMINISTRATION, CONFIGURATION, AND SUPPORT</strong> Provide administration, configuration, installation, and support for business-critical systems and services supported by EIS. Install, upgrade, maintain, and support various Linux Operating Systems (OS) and provide technical support for various infrastructure and client applications. Meet security and compliance requirements for systems and services.</td>
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<td><strong>30% CONFIGURATION MANAGEMENT</strong> Install, configure, and maintain automation systems for patching, system installation, and system maintenance. Create and maintain system images and build plans using various industry standard configuration management tools.</td>
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<tr>
<td><strong>10% COMMUNICATIONS / WORKING RELATIONSHIPS</strong> Demonstrate communication skills, written and oral, and good working relationships with other members of IET, campus technical administrators, and occasional vendors to communicate complex technical concepts to technical and non-technical audiences. Consult with system managers, application programmers, database administrators, and campus clients on application support, utilities, and operations system planning.</td>
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Other duties as deemed necessary by management.

**Physical Demands:**

- Sit for extended periods of time working at a computer terminal using a keyboard to enter and retrieve data.
- Read display screens for extended periods of time.
- Lift and move equipment weighing up to 50 pounds.
- Due to the mission-critical services provided by this department, this position may work hours other than M-F 8-5, especially in response to system problems.
- Occasional travel required.
- Travel between campus and off-campus locations.
- Work alternate, holiday, weekend or extended hours to meet peak workloads.
- Work in a busy office environment with frequent interruptions.

**Work Environment:**

- UC Davis is a smoke and tobacco free campus effective January 1, 2014. Smoking, the use of smokeless tobacco products, and the use of unregulated nicotine products (e-cigarettes) will be strictly prohibited on any UC Davis owned or leased property, indoors and outdoors, including parking lots and residential space.

**Background Check:**

- Yes

**QUALIFICATIONS**

**Minimum Qualifications:**

- Technical experience with system administration of a complex distributed and integrated Linux environment including but not limited to configuration and maintenance of NIS, NFS, Apache, Tomcat, WebLogic, PHP, Cold Fusion, MySQL and other Linux applications.
- Technical experience with daily system administration of Linux operating systems including Red Hat and Oracle Linux in a production setting, which includes the configuration of Linux internals, disk file systems, devices and device drivers, data communications and TCP/IP networking and the implementation of host security and network security.
- Experience with the installation and configuration of medium to complex applications in a Unix operating environment.
- Experience installing, configuring, and performance tuning Linux/*nix systems supporting at least 100 concurrent users.
- Basic programming experience with Perl, shell scripts, Python, PHP, or similar languages.
- Experience hosting and managing systems with cloud services utilizing IAAS, PAAS, and SAAS offerings such as Amazon Web Services or Microsoft Azure.
- Technical experience to manage multiple hardware and software platforms, including x86 systems, virtual hosts, SANs, network file systems, and hardware and software firewalls.
- Experience and skills to assess computer security including the implementation of campus security standards to both workstations and servers.
- Experience and skill performing needs analysis, system planning, design,
procurement, testing, implementation, administration, troubleshooting, problem remediation, documentation, and capacity planning in a Linux environment.

Skills to learn and understand business needs and apply IT solutions to meet business needs in a supportable manner, understanding the practical implications of the application of information technologies.

Experience with configuration management tools such as Ansible, Puppet, or Chef.

### Preferred Qualifications for Selection:

- **Skill** to consistently perform technical support and project management of small to medium sized projects with minimal direction.
- **Skill** to integrate computer and network systems with existing campus infrastructure, including authentication and directory services.
- **Skill** to work well independently and as a team.
- **Skill** to diplomatically give and receive directions and information.
- **Skill** to assess training needs then develop and teach technical subjects to both technical and non-technical audiences.
- **Skill** to evaluate new and emerging technologies to advise and implement migrations or transitions from older technologies.
- Experience performing and coordinating work in a change-controlled environment.
- A degree in Information Technology or a related field, or equivalent experience/training.

### Expectations

**Job Expectations**

- Adhere to workplace safety practices, read information communicated about workplace safety, complete required safety training on time, report any workplace safety issues promptly to their supervisor or the designated safety coordinator.

- Demonstrate commitment and support of the UC Davis Principles of Community.

- Demonstrate personal and team accountability for results and projects.

- Ability to think creatively and apply innovative concepts to problem resolution.

- Meet client expectations with an emphasis on quality, quantity and timeliness of work.

- Maintain flexibility in a continuously changing and fast paced work environment.

- Work with a diverse group of people in such a manner as to build high morale and group commitments to goals and objectives.

- Work independently, establish priorities and exercise good judgment.

- Excellent organizational and analytical skills.

- Willingness to learn and apply new technology and willingness to develop skills to promote professional growth.

- Excellent communication (oral, written, presentation, documentation) and
interpersonal skills, using tact and diplomacy for interactions with others.

Develop recommendations and alternative courses of action.

Be consistently punctual, reliable, and flexible in a dynamic work environment in which meetings and technical work are often at client sites with frequent changes in work priority, scope and schedules.