

LAKEVIEW ACADEMY

Title: Network Administrator

General Summary: The Network Administrator oversees a significant portion of the school's technology operations, including the network and associated infrastructure, technical support services, deployment of all software, administrative databases, and the information systems deployed by the School.

The Network Administrator works with laptops support to ensure the timely, efficient support of all school devices and systems. The Network Administrator works with the Director of Technology and Business Director to provide the leadership, technical expertise and project management skills to design, administer and implement strategic technology plans, evaluate new technologies and optimize school operations.

Duties

- Perform initial setup and configuration for all servers, workstations, storage, access points, switches, and other networking equipment.
- Maintain all servers, storage, and network equipment to ensure they are performing at optimal levels.
- Develop and maintain workstation, laptop, and tablet pc images (Windows 7 and Windows 8.1).
- Ensure all equipment has the latest updates, including Windows updates, utility software updates,
- Setup, configure, and maintain firewall and content filter.
- Assist in providing technical support for all end user computing devices.
- Maintain inventory of technology and equipment.
- Research new technologies and make recommendations for the purchase of network systems, laptops, desktops, utilities, and/or software as requested.
- Position will periodically require evening and weekend hours

Qualifications:

- Degree in computer information systems or related field, or work experience.
- CCNA, MCSE, A+, Network+ certifications a plus.
- Experience in educational institutions; K-12 experience strongly preferred
- Experience with Microsoft Windows 2003, 2008 and 2012R2.
- Experience with Microsoft Hyper-V 2012R2.

- Proficient knowledge with Mac OS in an Active Directory environment.
- Experience managing SANs.
- Must have demonstrated computer competency in a wide spectrum of functions, including Active Directory, DNS, DHCP, print servers, email, etc.
- Demonstrated ability to learn and apply computer technology skills rapidly.
- Experience working with images using Microsoft MDT 2013 and Microsoft WDS.
- Experience working with and managing Google Apps for Education a plus.
- Experience with Microsoft Network Policy Server, Wireless systems and Dynamic VLAN assignment.
- Strong knowledge of network equipment and firewalls, including the ability to design and implement networks based on different scenarios, including security concerns, and locations.
- Ability to establish and maintain rapport with a variety of people.
- Experience managing iPads with Apple Configurator.

Salary is competitive and depends on experience and qualifications. Health benefits are provided. Duties ASAP. Send a letter of interest, resume, and contact information to employment@lakeviewacademy.org reference Network Administrator Position.

Mission Statement: *Lakeview Academy is committed to excellence in the personal growth and academic development of the college-bound student through a partnership of school, family, and community.*

Lakeview Academy is an Equal Employment Opportunity (EEO) employer and does not discriminate on the basis of race, color, national origin, religion, gender, age, veteran status, political affiliation, sexual orientation, marital status or disability (in compliance with the Americans with Disabilities Act) with respect to employment opportunities.