njoit
New Jersey Office of Information Technology

NOTICE OF JOB VACANCY

ISSUE DATE: June 26, 2024   **CLOSING DATE: July 11, 2024**

POSTING OPEN TO: ( ) OIT EMPLOYEES IN UNIT SCOPE(S):
(X) STATEWIDE: (STATE EMPLOYEES ONLY) **See below
( ) GENERAL PUBLIC

TITLE: Network Administrator 2, OIT   **POSTING # 2024-063**

TITLE CODE: 10136C   **NUMBER OF POSITIONS: 1**

SALARY RANGE: P30 $90,643.87- $129,354.76   **HOURS OF WORK: 8:00 a.m. – 5:00 p.m.**

LOCATION: NJ Office of Information Technology
Managed Hosting Division
Storage Management Unit
300 Riverview Plaza
Trenton, NJ 08625

PLEASE NOTE: Open to NJ State employees with underlying permanent status who meet the requirements listed below as a promotional/lateral opportunity, subject to current promotional/hiring restrictions.

The Office of Information Technology (OIT) currently offers a hybrid work schedule, and this position may qualify for up to 2 days of remote work outside of OIT buildings. This program does not supersede the "New Jersey First Act", which requires newly hired OIT employees to establish, and then maintain, principal residence in the State of New Jersey.

SPECIFIC TO THE POSITION: Advanced Windows Server, Linux, VMWare administration. Manage and maintain Active Directory (AD), including user and group management, security and distribution group management, and Group Policy management. Familiarity with Commvault or similar enterprise backup solution and disaster recovery principles. Applies systems security standards to meet IRS and CJIS mandates. Must be highly resourceful in problem-solving aptitude. Possesses proficiency in at least one scripting language (PowerShell, Python, etc.)

DEFINITION: Under the general supervision of a supervisory official, in a state department, institution, or agency, performs highly-complex professional work, which includes development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), Wide Area Networks (WAN), and/or Multi-Operating Systems and Distributed Computing and Compute Virtualization Platforms; maintains or takes the lead on maintenance of centralized, decentralized, and remote network services; maintains and/or takes the lead on maintenance of network and distributed compute platform security and data integrity; provides and/or takes the lead on providing consultations and recommendations to infrastructure managers, as required, to troubleshoot and resolve network and distributed compute platform problems, monitor overall performance, and conduct upgrades as required; takes the lead on planning upgrades, capacity, and communications requirements; may be assigned to the administration of Storage Area Networks (SANs); does other related duties as required.

Employees serving at this mastery level perform complex network and compute administration tasks under general supervision and may be assigned a specific area of responsibility. These positions exercise independent initiative and judgment in planning and carrying out assigned functions. It is reasonable to expect employees in this class to display a high degree of skill in, or knowledge of, a particular area, and may function as a subject matter expert and/or project leader based on experience. Employees at this level may coordinate projects and serve as a technical mentor/coach to Network Administrators 1, Information Technology Specialists, Technical Support Specialists, and other lower-level staff as assigned.

REQUIREMENTS:

NOTE: Applicants must meet one of the following or a combination of both experience and education. Thirty (30) semester hour credits are equal to one (1) year of relevant experience. Eight (8) years of professional experience in the development, implementation, and maintenance of multi-network, multi-user Local Area Network (LAN), Metropolitan Area Network (MAN), Storage Area Networks (SAN),

and/or Wide Area Network (WAN) environments, including or supplemented by a minimum of eighteen (18) semester hour credits in mathematics, computer science, information technology, and/or computer information systems.

OR

Possession of a bachelor's degree from an accredited college or university including or supplemented by a minimum of eighteen (18) semester hour credits in mathematics, computer science, information technology, and/or computer information systems; and four (4) years of the above-mentioned professional experience.

NOTE: Evidence of formal training in Computer Science or Information Technology received from or evaluated by an accredited institution of higher learning may be submitted with your application. Applicants must provide documentation from the accredited institution that clearly outlines the training course(s) that are acceptable and the corresponding number of credit hours for the training to be accepted. In-house courses (such as training provided on the job or through the appointing authority will not be accepted.

NOTE: "Professional experience" refers to work that is creative, analytical, evaluative, and interpretive; requires a range and depth of specialized knowledge of the profession's principles, concepts, theories, and practices; and is performed with the authority to act according to one's own judgment and make accurate and informed decisions.

LICENSE:
Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

FOR NON-U.S. CITIZENS AND/OR FOREIGN DEGREES
AUTHORIZATION TO WORK: U.S. Citizenship is not required. Selected candidate must be authorized to work in the U.S. according to Department of Homeland Security, U.S. Citizenship and Immigration Services regulations.   NJOIT does not provide sponsorship or accept student OPT/CPT programs, F1 or H1B work authorization visas.

Note on Degree Information: You must provide a transcript(s) or evaluation of your degree(s). Foreign degree evaluation must be evaluated by a recognized evaluation service and include your course - by – course evaluation. Candidates will NOT be considered for the position if they fail to provide all requested documents upon initial submittal or fail to follow instructions when submitting electronically.

Current State employees: Any appointments made that involve movement may result in a forfeiture of rights to any promotional lists in their former unit.

RESIDENCY REQUIREMENTS: In accordance with the New Jersey First Act, N.J.S.A. 52:14-7 (L. 2011, Chapter 70), effective September 1, 2011 all employees must reside in the State of New Jersey unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.

OPEN TO THE FOLLOWING: Applicants must meet the job specification on file at the Civil Service Commission. To view the Civil Service Commission's Job Specification, please visit: https://info.csc.state.nj.us/TItleList/StateList.aspx

As a condition of employment with NJOIT a background inquiry will be conducted.

Electronic Filing: Applicants are encouraged to file electronically. Forward **Forward your resume, cover letter, unofficial transcript OR foreign degree evaluation, completed NJ Application for Employment and three professional references to recruiter4@tech.nj.gov Include the posting number in the subject line.**	**Alternate Filing:** If unable to file electronically, applicants may forward **your resume, cover letter, unofficial transcript OR foreign degree evaluation, completed NJ Application for Employment and three professional references to** (including posting #2024-062) to: Heather Pursell, Manager, Human Resources Office of Information Technology 300 Riverview Plaza, 4th Floor P.O. Box 212 Trenton, New Jersey 08625-0212

Authorized by: _____

Lisa Blauer, Chief of Staff