



INFORMATION SYSTEMS NETWORK ADMINISTRATOR Boston (Woburn)

Aptima is currently seeking an experienced Information Systems Network Administrator to be located in Aptima's Office in Woburn, MA.

We are looking for a professional who can confidently and comfortably multi-task and will be willing to meet work demands in a fashion that requires a flexible schedule during peak periods of activity. The successful candidate must possess solid written and verbal communication skills, be able to work independently, and be relationship-oriented towards both internal and external customers.

Minimum Education:

- IT related degree and/or network related certifications

Minimum Requirements:

- 3 years of intensive experience in IT security operations
- Operating Systems: Windows Server Editions, Linux
- Programming Languages: Preferred but not necessary
- Database Applications: Not necessary
- Regulations: Not necessary, NIST, NISPOM, ITAR
- U.S. Citizenship and must be able to obtain a Secret Security clearance

As an Information Systems Network Administrator, the job responsibilities include the following:

- Responsible for the setup maintenance and security of all network systems under Aptima's control
- Support of the IS Director in vendor selection for IS network hardware and software applications
- Under guidance of the IS Director, design, test, implementation and documentation of networking solutions
- Resolve network issues and follow up on all incident reports
- Implement network operating system enhancements approved by the IS Director that will improve system reliability and performance
- Provide direction to staff and teaming partners regarding network capabilities; when appropriate, design training seminars for staff to help promote
- When time permits, assist IS staff by lending back-up support
- General IS network administration, documentation, and awareness training. Implement IS security policy as directed.

Qualified candidates should submit a cover letter and resume to aptima_personnel@aptima.com with the words "IS Network Administrator" in the Subject line.

All applicants selected will be subject to a government security investigation and must meet eligibility requirements for access to classified information.

EQUAL OPPORTUNITY EMPLOYER M/F, VETS/DISABLED