IT SERVER MANAGER

JOB DESCRIPTION: Wofford College seeks an experienced IT server manager to implement and administer a diverse array of servers, functional storage systems and scalable data processing systems to meet the needs of Wofford’s technology environment.

This is a full-time, 40 hours/week, exempt position and normal working hours are 8:30 a.m. to 5 p.m. Monday through Friday. Contingent on office projects or campus needs, occasional evening and weekend hours will be required.

RESPONSIBILITIES

- Design, implement and support server and storage hardware systems appropriate for the college’s data processing environment.
- Install, configure and maintain systems with a variety of operating systems and platforms.
- Implement systems that provide a high level of data accessibility, reliability and security.
- Collaborate and coordinate with other ITS individuals and team members in the process of implementing and administering the system environment.
- Provide insight and contribute comprehensive ideas to develop strategies for migrating services to off-site platforms.
- Track and maintain detailed documentation/reporting of all systems, licensing and processes.
- Respond to end-user and application manager support requests and change management systems.
- Other related duties as appointed, elected or assigned, including attending trainings, seminars and conferences, not only to network and to stay abreast current industry trends, but also in efforts for ongoing and continued professional and personal development.

QUALIFICATIONS

A degree in an ITS-related field of study, minimally five years of experience in server, storage and/or virtualization and experience in Windows Server and VMWare administration are required for appointment.

Highly desired trainings or skillsets include:
- Linux system administration.
- Management of Microsoft Cloud Services.
• Active directory administration.
• Microsoft Systems Center administration.
• Data storage architecture and administration.
• VEEAM data back-up administration.
• Windows Certificate Infrastructure.
• Domain Name Service administration.
• ITIL best practices, including change management.

The successful candidate will have in-depth knowledge and understanding of server hardware – CPU, cores AND processors, RAM, cache, power supplies, storage systems, network connectivity and related areas. S/he will have effective organizational and time and workflow management skills to adhere to strict timelines. S/he will be action-oriented and experienced in performing technical work with tact, discretion and diplomacy in efforts to provide a high level of customer service. The need to be flexible while also having effective communication skills in working with and servicing a diverse population of students, faculty and staff will prove valuable in this role.

APPLICATION

Please submit the following application materials in a single email to itsjobs@wofford.edu using the subject line “Wofford Server Manager Search Submission.” Applications will be accepted until the position is filled. For assured consideration, all required application materials must be received by April 30, 2020.

1) Letter of interest that explains how you meet the required qualifications, trainings and skillsets for this role.
2) Current resume.
3) Names and contact information for two to four professional references.

ADDITIONAL INFORMATION

Wofford College does not discriminate on the basis of race, color, creed, religion, sex, age, national origin, disability, veteran status, sexual orientation or any legally protected status.

Wofford College values diversity within our students, faculty and staff, and strives to recruit, develop, and retain the most talented people. We encourage applications from all underrepresented groups, including persons with varied backgrounds, perspectives, and experiences, regardless of race, color, creed, religion, sex, sexual orientation, age, national origin, disability, veteran status or any legally protected status in accordance with applicable federal and state laws.

It is the policy of Wofford College to provide reasonable accommodations for qualified individuals with disabilities who are employees or applicants for employment. If you require an accommodation to participate in any part of the hiring process, please reach out to HumanResources@wofford.edu.
A background check will be conducted for finalist candidates. Employment is contingent upon completion of a successful background check and establishment of identity and verification of employment eligibility as required by the Immigration Reform and Control Act of 1986.

Salary will be commensurate with experience. Wofford College provides a competitive benefits package including employer contribution to retirement savings, employer premium contribution to comprehensive major medical insurance, disability insurance, and other accompanying fringes.

About Wofford College
Wofford College, established in 1854, is a four-year, residential liberal arts college located in Spartanburg, S.C. It offers 26 major fields of study to a student body of 1,725 undergraduates. Nationally known for its strong academic program, outstanding faculty, study abroad participation and successful graduates, Wofford is recognized consistently as a “best value college” and is among the New York Times’ “Top Colleges Doing the Most for the American Dream,” a ranking based on accessibility for low- and middle-income students. The college community enjoys Greek Life as well as 19 NCAA Division I athletics teams.

Wofford’s mission is to provide superior liberal arts education that prepares its students for extraordinary and positive contributions to a global society. The focus of Wofford’s mission is upon fostering commitment to excellence in character, performance, leadership, service to others and lifelong learning. Wofford strives for sustainability in all aspects of college life through respect for the environment and through our core values.

About Spartanburg
Spartanburg is a city of about 40,000 located in the northwestern part of the state, about one hour’s drive from Charlotte or Asheville, N.C., and about 30 minutes from Greenville, S.C. Coastal South Carolina can be reached in about three hours. Learn more about Spartanburg [www.spartanburgchamber.com/live](http://www.spartanburgchamber.com/live).