MORGRIDGE
INSTITUTE FOR RESEARCH

Systems Administrator

The Organization

As an independent research organization, the Morgridge Institute for Research explores uncharted scientific territory to discover tomorrow's cures. In affiliation with the University of Wisconsin-Madison, we support researchers who take a fearless approach to advancing human health in emerging fields such as regenerative biology, metabolism, virology and medical engineering. Through public programming, we work to inspire scientific curiosity in everyday life.

The Opportunity

The Systems Administrator supports the provisioning, maintaining and monitoring of the research computing and storage infrastructure at the Morgridge Institute for Research and the Wisconsin Institute for Discovery that are co-located at the Discovery building.   Responsibilities include deployment, configuration, monitoring, maintenance and provisioning of the storage and computer environment.   Additional responsibilities include supporting the IT infrastructure of two organizations and to assist/backup the existing system administration team of Discovery IT as needed.

Principal Duties

- Maintain the Enterprise Backup Systems
- Provision Physical, Storage and Virtual Servers (Linux and Windows)
- Configure, install, troubleshoot servers and storage devices
- Monitor servers with Nagios, MS Operations Manager, Dell Open Manage, Ganglia and any other required monitoring software
- Assist with planning implementations, migrations, and maintenance of the infrastructure environment
- Provide documentation of all infrastructure areas maintained; such as Windows, MAC and Linux backup systems
- Maintain records, logs and reports of assistance
- Maintain infrastructure preventive maintenance logging efforts to ensure network and data integrity
- Test new software/hardware applications and recommend purchases where required
- Monitor infrastructure efforts periodically and provides assessment reports to management on status and recommendations for improvements
- Provide timely follow-up to users and management on all support issues
- Assist with network and service management when necessary
- Assist other members of technical staff with support issues when requested
- Other miscellaneous duties as assigned

Candidate Requirements

- We require an associate degree or equivalent work experience in information technology or computer science; a bachelor degree is preferred. Applicants should have zero to five years of infrastructure/network support or related experience. Working knowledge of Linux and the ability to learn the Puppet Enterprise Linux Management are also required, along with knowledge of technology environments including LAN/WAN, UNIX, Linux, Windows, Apple/Mac, and computational clusters. Experience with Backup systems, server security, Windows Server and Storage server and SAN experience is essential. Excellent communication, organization and project management skills are also required.

To Apply:

Qualified individuals interested in this opportunity are required to submit a cover letter and resume as one document via the online career portal at https://morgridge.org/job-posting/systems-administrator/

The Morgridge Institute for Research promotes and supports an inclusive and diverse environment and offers competitive salary and benefits.