IT Engineer

Metafile is seeking an experienced IT engineer to design, administer and manage IT infrastructure and IT applications. Candidates should primarily possess knowledge of networking and infrastructure tools such as firewalls, switches, and Storage Area Networks; as well as knowledge of Microsoft Windows server, workstation, SQL Server and Active Directory. Additionally, incident management, IT security and leadership skills are desired. Qualified individuals must be capable of completing long term project work, providing day to day support of infrastructure, planning and implementing hardware and software deployments, mentoring IT staff and documenting IT infrastructure and applications. A combination of technical expertise, problem analysis, planning, design, implementation, leadership, support skills, and the ability to work under varying degrees of direction are necessary.

Skills Desired:

- Network infrastructure administration and support experience; preferably in the Cisco and HP stack
- Software support experience; preferably in the Microsoft stack
- Virtual environment and hypervisor experience, preferably in VMWare
- Technical planning and design skills
- Incident management and response skills
- Experience with networking equipment such as switches, routers, firewalls and wireless devices
- Ability to communicate in an understandable, polite and friendly manner, both in written and verbal form
- Valid driver's license with no restrictions and reliable transportation

Primary Responsibilities:

- Administer network and infrastructure hardware and software
- Participate in deployment, maintenance, support and upgrade of servers, SANS, hardware, software applications, and operating systems
- Assist in the design of multi-server environments including IP address schemes, DNS, and Active Directory
- Manage third party IT vendors and consultants
- Participate in updating and maintaining technical roadmaps
- Develop and maintain documentation related to the installation, administration, and maintenance of network infrastructure and software applications
- Participate in simultaneous IT projects of varying duration and complexity
- Plan and implement software upgrades and new software roll-outs
- Install and configure software applications
- Support users via email, telephone, remote assistance tools and face-to-face interaction
- Work extended hours, including weekends, as needed
- Perform other duties as assigned by management

Qualified Candidates Should Send Resume & Cover Letter To:

Metafile Information Systems, Inc.
3428 Lakeridge PL NW | Rochester, MN 55901 |Email: jobs@metafile.com