



Columbia County School District Job Description

Position Title: Virtualization Engineer		
Department: Technology	Evaluation Instrument: Performance will be evaluated annually by the Chief Technology Officer in accordance with Policy GBI - Evaluation of Personnel.	
Pay Grade: Administrative Salary Scale, Grade Q	Pay Type: Salaried – Exempt	Retirement: TRS
Contract Work Year: 243 Days Per Year, 8 Hours Per Day		
Reports to: Chief Technology Officer		

MINIMUM QUALIFICATIONS

Education: Bachelor's degree or equivalent is desired but not required. Certification in VMware, Citrix, or other Virtualization methodology preferred. Five (5) years of verifiable Enterprise Systems Administration experience required.

Essential Knowledge/Skills: Proficient with VMware vCenter and vSphere; Experience in leveraging NAS and SAN storage; Experience in provisioning servers via templates and cloning; Experience with backup and AV for up virtual servers; Strong understanding of remote management technologies (DRAC, RDP, etc); Expert level understanding of Domain Structures, Active Directory methodologies, and Replication Services; Strong VMware diagnostic, troubleshooting and performance tuning skills; Strong communication and documentation skills (e.g. Visio, PowerPoint, etc); Strong customer support skills; VMware VCP certification is desired; Skilled in monitoring / diagnostic tools and technologies; Additionally, since not all systems are virtualized, expert level experience with Windows Server 2008 and higher; backup and recovery methodologies; Data Center architecture; and a general overview of network engineering is also required. This position requires extensive experience with performance monitoring, workload profiling, and capacity management, as well as being highly competent in storage and network management within a virtualized environment. Experience with all post Windows Server 2008 Operating Systems is required. Physical Activities: Climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, feeling, talking.

Physical Requirements: Medium work, exerting up to 50 pounds of force occasionally, and/or up to 20 pounds for force frequently, and/or up to 10 pounds of force constantly to move objects; The worker is required to have close visual acuity to perform an activity such as: Preparing and Analyzing data and figures: transcribing, viewing a computer terminal; extensive reading; visual inspection involving small defects, small parts, and/or operation of machines (incl. inspection); Using measurement devices; and/or assembly of fabrication of parts at distances close to the eyes; The worker is required to have visual acuity to operate motor vehicles and heavy equipment; The worker is required to have visual acuity to determine accuracy, neatness, and thoroughness; Of the work assigned or to make general observations of facilities and structures.

GOAL

The Columbia County School System Virtualization Engineer is responsible for the maintenance and enhancement of the virtual infrastructure. Additionally, this position provides senior level support to tier I support personnel located with each school.

REPRESENTATIVE DUTIES & RESPONSIBILITIES

- Refine the VMware / Hyper-V environment to provide a stable, enterprise-class virtual infrastructure
- Design, deliver and maintain a scalable backup and anti-virus solution for the virtualized and non-virtualized environments
- Design and engineer enterprise class Storage and Network Area Networks
- Develop methodology for workload profiling and optimization
- Create comprehensive monitors within VC and SCCM for performance reporting and management

- Enable Disaster Recovery capabilities by leveraging virtualizations features, automation and SRM
- Responsibilities and accountability for system and service performance, availability, and planning
- This is an individual contributor role working within a team of four highly skilled senior level System Administrators. All support functions are through vendor specific support channels; therefore, excellent communication skills are required
- Provide budgetary and performance recommendations to the Chief Technology Officer
- Perform all additional duties as directed by the Chief Technology Officer.

IMPORTANT NOTES

ESSENTIAL DUTIES

Job descriptions are designed and intended only to summarize the essential duties, responsibilities, qualifications, and requirements for the purpose of clarifying the general nature and scope of a position's role as part of the overall organization. Job descriptions do not list all tasks an employee might be expected to perform, and they do not limit the right of the employer/supervisor to assign additional tasks or otherwise to modify duties to be performed – even if seemingly unrelated to the basic job. Every employee has a duty to perform all assigned tasks. (An employee who is assigned a duty or task believed to be unlawful should report the assignment to the Chief Human Resources Officer.) It should also be noted the order of duties/ responsibilities as listed in the job description is not designed or intended to rank the duties in any order of importance relative to each other.

MINIMUM REQUIREMENTS

In filling a vacant position, preferred or required credentials regarding education, training, experience, and other bona fide occupational qualifications may be established. The credentials shown in this job description may be interpreted only as the minimum criteria existing at the time the description was developed. Other bona fide occupational qualifications and criteria may be utilized as needed in the selection process.

Revised: October 5, 2015