

Position Title:	Linux Systems Engineer	Department:	IT
Reports To:	IT Manager	FLSA Status:	Exempt

General Summary:

The System Engineer position will play a key role within the OTELCO IT Department. OTELCO System Engineer will operate in a high paced and exciting IT environment with an ever-expanding company. Some travel and on-call work may be required.

Primary Responsibilities:

- Evaluating, diagnosing, troubleshooting and resolving moderately complex to complex system and equipment problems and failures
- Building, installing, configuring, updating/upgrading, and testing systems including application servers, file servers, database servers, web servers, as well as cloud services
- Participating in testing and implementation of new technologies and provides input on proof of concepts
- Creating and maintaining system documentation
- Performing system administration and operating system support including OS installation and configuration
- Leading small to medium migration and upgrades projects of hardware, integration and releases of software to QA, production, and disaster recovery environments
- Performing data back-up and recovery support
- Tracking and analyzing system usage and recommending corrective action when needed
- Respond to and resolve help desk calls including research and testing when necessary

Required General Skills:

- Excellent communication (written and verbal), troubleshooting and analytical skills.
- Strong organizational skills evidenced by ability to quickly set and adjust priorities.
- Ability to handle and protect confidential information.
- Attentive to detail; able to document problems and solutions in ticketing platform.
- Can handle working well within a group as well as independently with little supervision.
- Demonstrated patience and overall courteous behavior
- Project Management Experience a plus

Required Technical Skills:

- Expert experience with **Linux System Engineering/Administration**
- Strong working knowledge of Microsoft Office
- Office 365 experience a plus
- VMware/Proxmox experience
- Solid understanding of TCP/IP, wireless technologies, DNS, DHCP, and Active Directory desired
- Working knowledge of rack management, servers, storage, security and backup technologies
- Skilled in business desktop administration: Microsoft Windows XP – Windows 10
- Experience with Linux System Administration (Debian, Redhat)
- Windows Server admin experience a plus.

- Experience with mobile operating systems (iOS, Android, Windows Mobile) and MDM a plus
- Powershell scripting experience a plus
- 3+ years of professional IT System Engineering/Administration experience
- Industry certifications desired: Linux+,MCP, MCSE, A+, Network+
- SQL knowledge a plus
- Perform special projects, as necessary.*

*These tasks do not meet the Americans With Disabilities Act definition of essential job functions and are usually less than 5% of time spent. However, these tasks still constitute important performance aspects of the job.

Knowledge, Skills, and Abilities:

- Knowledge of company policies and procedures.
- Knowledge of general office procedures.
- Skill in operating various office equipment such as personal computer, copier, fax, pdf and telephone systems.
- Skill in oral and written communication.
- Skills in prioritizing and completing multiple projects.
- Skill in identifying problems and resolutions.
- Ability to communicate with customers, co-workers, and various business contacts in a professional and courteous manner.
- Ability to maintain confidentiality.
- Ability to follow written and oral instructions.
- Ability to work with frequent interruptions.
- Ability to pay close attention to detail.
- Ability to effectively function as a team player.
- Ability to lead small to medium sized IT projects and initiatives.
- Ability to lift 50lbs

Education and Experience:

- High School diploma plus 3+ years of Linux Systems Engineering experience required
- Bachelor's degree in computer science, engineering, MIS, or equivalent experience preferred
- Linux/Microsoft certifications highly desired

Physical Requirements:

PHYSICAL REQUIREMENTS	0-24%	25-49%	50-74%	75-100%
Seeing: Must be able to read computer screen and various reports.				X
Hearing: Must be able to hear well enough to communicate with employees and business contacts.				X
Standing/Walking:		X		
Climbing/Stooping/Kneeling:	X			
Lifting/Pulling/Pushing:		X		
Fingering/Grasping/Feeling: Must be able to write, type, and use phone system.				X

Working Conditions:

This factor measures the surroundings or physical conditions under which a job must be done and the extent to which those conditions make the job disagreeable. Consider the presence and relative amount of exposure to dust, dirt, heat, fumes, contaminants, cold, noise, vibration, wetness, etc.

Good working conditions with the absence of disagreeable conditions.

Note: The statements herein are intended to describe the general nature and level of work being performed by employees and are not to be construed as an exhaustive list of responsibilities, duties and skills required of personnel so classified. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer.

OTELCO is an equal opportunity employer and does not discriminate on the basis of age, sex, gender identity, color, race, creed, national origin, religious persuasion, marital status, political belief, or disability.