

## Jr. System Administrator

Department: IT & Security

Location: Chicago, IL

Reports to: Director, IT & Security

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### **POSITION DESCRIPTION**

Farm Journal is seeking a friendly and talented **Jr. System Administrator** to help meet and exceed the needs of our ever-expanding company and the technology challenges it faces. This person will be responsible for supporting the network, cloud and premise-based hardware/servers, as well as general operations support.

The primary focus of this position will be on servers and infrastructure, with a secondary focus on assisting our current team with desktop support as needed to ensure all areas of our system are well maintained. Local travel is required occasionally to support our other offices (locations within 1-3 hours of Chicago office).

### **Required Technical Competencies**

- 3+ years of overall IT experience
- 2+ years of experience supporting Windows and Mac desktops
- 1+ year of experience supporting Windows servers
- Experience administering users in Active Directory
- Experience administering Office 365 (email system and desktop apps)
- Experience with backup software/disaster recovery
- Experience configuring, supporting, troubleshooting and implementing networks

### **Preferred Technical Competencies**

- Experience with virtualization technologies (VMware & HyperV)
- Experience configuring and supporting web & application servers, both LAMP stack and IIS/.NET
- Experience with Voice Over IP (VOIP) phone systems
- Experience with storage (NAS, physical, cloud)
- Experience with PowerShell
- Experience with Atlassian Products
- Experience with Amazon Web Services (AWS) a plus

### **Non-Technical Competencies**

- Excellent troubleshooting skills; the ability to learn quickly, research and solve complex issues
- Strong communication skills, both verbal and written, with technical and non-technical staff
- Excellent customer service skills and commitment to quality

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- Strong team player, work well with both internal staff and vendors
- Ability to occasionally perform system maintenance during nights/weekends (~ once per quarter)

**This position will be in the Farm Journal Downtown Chicago office in the prestigious West Loop area very close to Union Station, Ogilvie Station, and the Brown/Orange/Pink/Purple El stations. The building has many amenities including: open and collaborative floor plan, in-building fitness center, amazing views of the city, conferencing facility, in-building and close restaurants/bars, kitchen area, socializing area, and much more. Additionally, Farm Journal offers transit and parking benefits allowing employees to purchase their transit and parking on a pre-tax basis. Other benefits include: medical, dental, vision, life insurance, short and long-term disability and 401k.**

For more [information](#) or questions on any Farm Journal job postings, please contact:

**Krystal Rummans, HR Generalist**

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