

**ONLY CANDIDATES WHO POSSESS THE MICROSOFT CERTIFIED SYSTEMS ENGINEER (MSCE)  
WILL BE CONSIDERED FOR THIS POSITION.**

**Appointments are subject to Office of Management and Budget (OMB) approval.**

**Office of Chief Medical Examiner  
CITYWIDE JOB VACANCY NOTICE**

<b>Civil Service Title:</b> Certified IT Administrator (LAN)	<b>Level:</b> II – III
<b>Title Code No:</b> 13641	<b>Salary:</b> \$66,551 (New employee), \$76,534 (Two year rate), \$101,632 (Maximum)
<b>Office Title:</b> Senior Systems Engineer	<b>Work Location:</b> 421 East 26 <sup>th</sup> Street, New York City – Travel Citywide Required
<b>Division/Work Unit:</b> MIS	<b>Number of Positions:</b> 1
<b>Hours/Shift:</b> 35 Hours per week over a seven-day period; may include evenings, weekends & holidays.	

**JOB DESCRIPTION:**

Responsibilities will include: serve as a technical resource for the Senior Systems Engineering Team; primarily responsible for Windows 2003 Enterprise Server and NETAPP SAN environment for all OCME locations; oversee all aspects of system integration, server support, infrastructure, performance and maintenance; install, configure and manage redundant systems as well as documentation related to, but not limited to, all of the above. The Senior Systems Engineer will also be responsible for managing and maintaining the agency wide Audio/Video System which provides services to a 300 person Auditorium and several large and small conference rooms.

In addition, the Senior Systems Engineer will report directly to the Director of Systems Engineering and will be responsible for reporting technical issues to the Director; working on special technical issues assigned by the Director and participating in the process to resolve, and will supervise subordinate staff.

\*Due to the necessary technical support duties of this position, candidate will be required to work at various agency locations throughout the City of New York and work various shifts such as weekends and/or evening shifts.

**QUALIFICATION REQUIREMENTS:**

Professional/vendor certification(s) in local area network administration is required for the position to be filled

**Required Vendor Certification: Microsoft Certified Systems Engineer (MCSE) Windows 2003**

In addition, all candidates must have the following:

1. A baccalaureate degree from an accredited college and one year of satisfactory, full-time experience in computer support, maintenance and repair; **or**
2. A four-year High School diploma or its educational equivalent and two years of experience as described in "1" above; **or**
3. Education and experience equivalent to "1" or "2" above. However, all candidates must have at least a four-year high school diploma or its educational equivalent and must possess at least four years of experience as described in "1" above.

**NOTE:** In addition to meeting the minimum qualification requirements, incumbents may be required to update existing and/or obtain additional professional industry-standard certification(s) for current and future technical environment(s) in which they may be assigned to work as determined by the employing agency.

**PREFERRED SKILLS:**

The preferred candidates should possess the following: Excellent technical knowledge of the Windows 2003 Enterprise Server Platform; practical server support experience within a large-scale complex environment; expert experience with Windows 2003, Active Directory, Group Policy; Microsoft Clustering, TCP/IP, LDAP, HTTP, DHCP, WINS, DNS, Remote Installation Services, SQL Server 2000/2005, NetIQ, Live Communications Server 2005; Internet Information Server 6.0, McAfee ePolicy Server, experience working with System Management Server 2003 and Software Update Services; skilled expertise with installing, configuring and managing redundant systems such as NLB & Terminal server farms, database server clustering, NETAPP SAN/NAS configurations; Remedy Action Request System; DataEase; prior experience of working with computerized medical and laboratory equipment; knowledge of AV components such as Polycom audio/video conferencing systems (MGC, VSX), Crestron Automated Touch Panels; strong organizational, time management, oral and written communication skills are required; ability to articulate to all levels of management in clear, concise terms is critical.

**TO APPLY, PLEASE SUBMIT RESUME TO:**

Ethelda Harris  
Recruitment Coordinator  
Office of Chief Medical Examiner  
520 First Avenue  
New York, NY 10016  
Fax: 212-323-1770

**NO PHONE CALLS PLEASE**

**NOTE: You may e-mail resumes in a WORD formatted document to: [ITResumes@ocme.nyc.gov](mailto:ITResumes@ocme.nyc.gov)**

Please reference job posting number JVN: 816 / 08 / CME / 088 when applying for this position. This position was previously posted as JVN #816/08/CME/050.

<b>POST DATE:</b> May 13, 2008	<b>POST UNTIL:</b> UNTIL FILLED	<b>JVN: 816 / 08 / CME / 088</b> (Agency Code/ Fiscal Year/Number)
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