



## SYSTEMS ADMINISTRATOR

**800-CEO-READ**, a bulk book e-commerce retailer in Milwaukee, WI, seeks a Systems Administrator for an on-site, full-time, non-contract position. You will work under the direction of our Technology Director to ensure secure, stable, and performant technology operations at our Milwaukee location.

**Qualities:** You are self-motivated and passionate about your specialty, with broad knowledge of technologies. You are well-organized, resourceful, and confident when working independently, yet you welcome collaboration and the opportunity to help users solve problems.

### **Duties:**

- Configure, maintain and deploy new installations of Linux and Windows servers
- Maintain security and firewall settings for our networks
- Troubleshoot and solve end user problems related to server infrastructure
- Make use of and expand upon system automation playbooks with Ansible
- Ensure proper standards are met for all technology systems
- Collaborate with our developers to research, analyze and recommend new hardware and software solutions
- Expand upon your abilities through reading, video training, and self-guided research

### **Recommended Requirements:**

- **Server administration (5+ years):** Either Windows Server or Linux, preferably both. You will be responsible for a mix of server operating systems that provide Nginx and Apache web servers, PostgreSQL and MySQL databases, Active Directory to Windows and Mac clients, DNS, DHCP and Windows file sharing.
- **Virtualization and Containerization:** You should have experience working with virtualization software (VMware, Hyper-V, XEN) and have at least a basic understanding of Docker. Our existing systems primarily make use of KVM/QEMU with one internal server using Hyper-V.
- **Automation:** Ansible experience is preferred. Linux shell and/or Powershell scripting experience at least.
- **Experience with a high-level programming language:** You should feel comfortable with a language like Python or Ruby.

### **Salary & Benefits**

Salary (range \$62,000 to \$72,000) is commensurate with experience. Benefits include: 80% of healthcare policy coverage, disability coverage, 401k, and a generous time off policy. Hours are approximately 8:30-5 M-F.

800-CEO-READ values curious, innovative thinkers who thrive in a relaxed yet high-performing work environment, and is proud to be an equal opportunity employer.

**To apply:** email resume and cover letter to Sally Haldorson, General Manager at [sally@800ceoread.com](mailto:sally@800ceoread.com) (no phone calls please). Deadline is 10/17/2018.