

Position Title: Systems Administrator
Department: Information Services
Location: Minnetonka, MN
Reports To: Vice President of Information Systems
Job Status: Exempt

POSITION SUMMARY: Provide design, implementation, and support for Digital Cyclone's Local and Wide Area Network computing environment. Complete projects related to providing efficient computing capabilities to Garmin's employees. Respond to issues 24/7 unless otherwise arranged.

ESSENTIAL FUNCTIONS:

- Installation, configuration, and support of Windows and UNIX/Linux servers
- Provide support for Windows and UNIX/Linux servers, as well as Windows and Macintosh clients
- Provide production control for applications and technologies to protect Garmin's production system environment, ensuring maximum reliability and stability
- Assist Network Manager and other IT (Information Technology) staff with computer systems organization and implementation to provide secure, reliable, and effective computing environment
- Provide internet, intranet, desktop, and BlackBerry support for the Digital Cyclone facility, including, but not limited to: performing backups and other routine administrative functions.

OTHER RESPONSIBILITIES:

- Accept and complete projects and other miscellaneous IT duties as assigned

EDUCATION, EXPERIENCE & SKILLS REQUIRED:

- Bachelor of Science or above in Computer Science from a four-year college or equivalent education/experience
- Strong academics (cumulative GPA greater than or equal to 3.0 as a general rule)
- Excellent written and verbal communication skills
- Excellent project management skills

DESIRED QUALIFICATIONS:

- Microsoft Certified Systems Engineer (MCSE), Linux Professional Institute Certified (LPIC)
- Excellent academics (cumulative GPA greater than or equal to 3.5)
- Previous experience working in a team environment
- Experience supporting Internet applications