BLOCKHOUSE COMPANY, INC.

IT SYSTEMS ADMINISTRATOR | Full-Time

Blockhouse, a world-class manufacturer of commercial & industrial furniture, is seeking a talented, motivated, & self-driven IT Systems Administrator to join our team and help with our transformative modernization efforts. This role is a rare & excellent opportunity for a true geek early in their IT career to get hands-on with on-premise server infrastructure, enterprise networks, & open-source applications to deepen their technology skillset and gain full exposure to all that the umbrella of IT has to offer.

Responsibilities

- Provide end-users with effective technical support for computer, network, or software issues.
- Install, optimize, & perform repairs to hardware, software, or peripheral equipment.
- Assist with management, maintenance, monitoring, & scaled improvement of Windows domain, network infrastructure, datacenter appliances, & interrelated software systems to support the most optimal functioning, usability, reliability, & performance of the entire IT production environment.
- Create, maintain, & ammend thorough system documentation with respect to all IT functions.
- Confidently take on various project roles, self-start initiatives, & tasks which drive transformative company growth and efficiency as assigned.
- Default to and maintain the highest degree possible of organizational security over all software systems and Blockhouse data.
- In all duties, operate in a capacity which is precisely mindful of IT industry-leading best practices.

Qualifications

- Very strong knowledge and demonstrated experience with installation and troubleshooting of computing hardware and Windows operating systems.
- High-level fundamental understanding of client/server communication relationships along with their related software components & technology protocols... Specifically TCP/IP & the OSI model.
- Atleast comfortably familiar with Microsoft Windows Server, AD, GPOs, DNS, NPS.
- Atleast familiar with and can speak on enterprise-caliber networking; specifically VLANs, subnets, L3, NAT.
- Hands-on experience with any of the following are a **significant plus**: LAMP-stack, ELK-stack, confident proficiency & comfort in configuring enterprise networks, cybersecurity principles, SQL, reading the Java language, Windows scripting, Google Cloud Platform, Google Workspace, PHP, GNU/Linux, Ansible, and IT industry-leading best practices.
- Excellent verbal/written communication as a workplace professional, conscious interpersonal skills, general project management, multi-tasking, innate attention-to-detail, and structured organizational skills.
- Ability to effectively research solutions, utilize advanced web searching, ask educated questions.
- Willingness to listen, eagerness to engage with and learn from others, open-minded.
- Stays tuned-in to applicable Internet sources of IT information, guides, ideas, events, news, sentiments.

Education and Work Experience

- Atleast 1 - 3 years of IT Help Desk, Technician, Analyst, or Administrator experience required.
- Associate or Bachelor's degree in IT-related field, OR equivalent workplace experience, technical training, & certifications, OR equivalent completed personal projects and self accomplishments.

What We Offer

- Competitive pay commensurate with experience & demonstrated value to company.
- Health, dental, and vision benefits, paid-time off, financial assistance for certifications.
- 401(k) with company match.
- A growing family-owned company with an established employee-positive culture & productive atmosphere that's embracing change and challenging traditions!