<div align="center">**SENIOR SYSTEMS ARCHITECTURE ADMINISTRATOR (DCC)**</div>

DISTINGUISHING FEATURES OF THE CLASS:

This position provides strategic administrative and technical services for the Dutchess Community College's server structures. The incumbent will oversee the plans, supports, installations, and maintenance of the servers. This work will include a comprehensive array of increasingly sophisticated information technology services related to hardware, software, and server technologies. The incumbent also investigates new industry developments such as software alternatives, system productivity tools, design and programming methodologies, and documentation approaches, and makes recommendations for current and projected use. Work is performed under the general supervision of the Director of Information Security and Systems Architecture. Supervision is exercised over technical staff assigned to the unit.

TYPICAL WORK ACTIVITIES

Typical work activities for incumbents in this title include those listed below in addition to those work activities performed by lower level titles in the series. They are indicative of the level and types of activities performed by incumbents in this title. They are not meant to be all inclusive and do not preclude a supervisor from assigning activities not listed which could be reasonably expected to be performed by an employee in this title.

1. Responsible for the management, enhancement and support of the server hardware and software technologies in a Virtual Desktop Infrastructure (VDI);
2. Develops plans and processes to ensure minimum risk to services or systems due to error/emergency; troubleshoots software issues and makes recommendations to the Director for system problems;
3. Installs, configures, updates, patches, and troubleshoots VMware infrastructure;
4. Conducts research and develops recommendations for strategies and technological solutions to address college needs, including current and future college hardware and software platforms, such as DOS, Windows, Linux, Unix, Citrix, Oracle, VMware, SAN firewall, Antivirus, SPAM, etc;
5. Manages campus software tools, hardware devices, and various technologies designed to allocate, monitor and protect information systems security and resource allocations, including but not limited to the use of data backup servers/appliances and NAS snapshots and replication technologies;
6. Assists with the planning and development of information technology services, security, access control, and other system needs of the campus;
7. Recommends technical specifications and purchasing documents for the acquisition of server hardware and software after evaluation of suitability; interacts with vendors for product pricing, technical literature, equipment maintenance, repair, training and any other issue;
8. Ensures the proper performance of all routine system maintenance, security, and backup procedures in accordance with accepted computer system management practices, as well as root cause determination in the event of a failure;
9. Manages complex infrastructure implementation and project management tasks such as drawing up plans and monitoring progress of work in conjunction with SUNY system and other campus departments;
10. Provides guidance and recommendations to campus technical assistants and support staff for campus wide technologies and information technology services;
11. Conducts ongoing testing and related activities to keep the virtualization infrastructure and associated services highly accessible and redundant for all workloads;
12. Participates in departmental, divisional, and institutional assessment activities.
13. Actively participates in professional development programs, workshops, and seminars to remain current on topics related to area of responsibility.

FULL PERFORMANCE KNOWLEDGE, SKILL AND ABILITIES:

Knowledge of VDI environments, wireless computing, network, and telecommunications and telephony hardware and software;

Knowledge of data communication and printer networks and network management techniques;

Ability to make programming changes to application software, interpret technical manuals, identify and correct hardware/software issues;

Ability to effectively evaluate the latest developments in the field of systems architecture related hardware/software and application trends for both current and future needs;

Ability to work with both technical and non-technical agencies and vendors;

Ability to move equipment and work in confined spaces and other various locations which may require using a ladder while installing and working on equipment that and using a variety of hand tools;

Ability to supervise, plan, and direct the work of others;

Ability to communicate effectively both orally and in writing;

Personal characteristics necessary to perform the duties of the position;

Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

EITHER:	(A)	Bachelor's degree in computer science, electronics, information technology or related field and one (1) year of work experience in programming, computer networking, or telecommunications;
OR:	(B)	Associate's degree in computer science, electronics, information technology or related field and three (3) years of work experience in programming, computer networking, or telecommunications;
OR:	(C)	Graduation from high school or possession of a high school equivalency diploma and five (5) years of work experience in programming, computer networking, or telecommunications.
OR:	(D)	An equivalent combination of training and experience as indicated in (A) through (C) above.
NOTE:		A Master's degree in computer science, information systems, information technology, or a closely related field may be substituted for one (1) year of required full time work experience.
NOTE:		Your degree or college credit must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education.

ADOPTED: 7/26/2019