SENIOR SYSTEMS ADMINISTRATOR

Chromaflo Technologies is a leading independent global supplier of colorant systems, chemical and pigment dispersions, serving customers in architectural and industrial coatings as well as the thermoset composites market. Headquartered in Ashtabula, Ohio, US, Chromaflo has production facilities in the US, Canada, The Netherlands, Finland, Australia, China and South Africa. Sales and technical support is also provided throughout North and South America, Europe, Australia, China, India and Southeast Asia. Commitment to excellence is driven by three core values: quality, speed and service.

Summary of Position:
Responsible for the technical design, planning, implementation, and the highest level of performance tuning and recovery procedures for mission critical enterprise systems. Serves as a technical expert in the area of system administration for complex operating systems. Recommends the redesign and configuration of operating systems and system applications. Investigates and analyzes feasibility of system requirements and develops system specifications. Identifies methods, solutions, and provides project leadership and management in order to provide a high level of service to the customers of the department. Performs full supervision of Infrastructure staff.

Qualifications:
- Bachelor's degree in Computer Science or related field; Relevant experience may substitute for the degree requirement on a year by year basis.
- Three years' work experience in complex systems design, programming and systems software and support.
- Knowledge of programming languages and operating systems.
- Experience with current equipment and technologies in use.
- Knowledge of Windows system administration, enterprise, backup and recovery procedures, and system performance monitoring tools.
- Project management experience.
- Required specific knowledge of VM Ware, Active Directory, Windows Servers – Application, SQL, Web Server (IIS), San Storage, PC & Server Hardware, Switches and Firewalls, Networking – cabled and wireless, IP Addressing, DNS, and DHCP.
- Experience in supporting miscellaneous Application Servers (not the application itself).
- Additional knowledge helpful (not required) includes Office 365, Zebra printers, RF guns for scanning, Cold Fusion (web based application programming language), Juniper switches and firewalls.
- Excellent written and verbal communication skills.
- Self-motivated and with a strong initiative to take on additional responsibilities.
- Excellent teamwork skills.
- Strong interpersonal and organizational skills.
- Ability to multi-task, prioritize, and manage time effectively.

Major Areas of Responsibility:
- Manages the day-to-day operations of the host computers by monitoring system performance, configuration, maintenance and repair. Ensures that records of system downtime and equipment inventory are properly maintained. Applies revisions to host system firmware and software. Works with vendors to assist support activities.
- Develops new system and application implementation plans, custom scripts and testing procedures to ensure operational reliability. Trains technical staff in how to use new software and hardware developed and/or acquired.
- Supervises Infrastructure staff including hiring, training, evaluating and disciplining. May guide or provide work direction to technical staff, contract staff and/or student employees. Determines appropriate coverage for all hours of operation.

- Performs troubleshooting as required. Leads problem-solving efforts often involving outside vendors and other support personnel and/or organizations.
- Establishes, maintains and manages users accounts. Installs, modifies and maintains systems and utility software on server computer systems. Provides server support related to other software.
- Establishes guidelines and methods for the installation and management of the host computer operating systems, disk arrays, and other components.
- Ensures high availability and acceptable levels of performance of mission critical host computer resources.
- Develops procedures to maintain security and protect systems from unauthorized use, acts of nature and user abuse.
- Develops procedures, programs and documentation for backup and restoration of host operating systems and host-based applications.
- Develops and coordinates project directions and schedules to maximize benefits and minimize impacts on the customer organizations. Provides leadership in planning and implementation of projects for computer operations and enterprise systems administration.
- Develops tools, procedures, and training sessions for Operations, Client Support and Systems Development staff to assist with work.
- Manages the on-site data center and computer host systems including hardware, software and equipment such as air-conditioning system, UPS (uninterrupted power system) and fire protection system.
- Stays current with technological developments in systems administration technology and recommends ways to take advantage of new technology.
- Ability to work with a Managed Services Provider who hosts critical globally used applications, like SAP. The MSP also performs certain contracted 24x7 support for WAN, Firewalls, and local servers. They monitor availability and adjust hardware and software.
- Co-ordinate and cooperate with other regional System Administrators.
- Position will work on-site in Ashtabula, OH office. Provides support to other plants and some outside warehouses. Some infrequent travel required. Incumbent is on call to provide support services during off hours. Scheduled night and weekend work is required.

Please forward resume to HR.America@chromaflo.com with "Senior Systems Administrator" in the subject line.

MANAGEMENT SYSTEM CERTIFICATION

DNV·GL

ISO 9001 = ISO 14001