
Highrise Consulting, Inc. (www.highriseconsulting.com) is seeking Windows Systems Administrator to work onsite full time at NIH (National Institutes of Health) facility in Bethesda, MD (Rockledge Drive Campus). To apply, send resume to Roman Tokman - rtokman@highriseconsulting.com - please include ["Windows Systems Administrator"] as a subject of your email.

Referral Bonus: \$2000 (candidate must be continuously employed with Highrise for 3 months).

Responsibilities:

- Provide system administration, new hardware, OS installations, and management support services for Windows Servers
- Perform vulnerability scanning, analyze scan data and conduct vulnerability remediation and weekly patching for on-premise and virtual servers
- Work with developers to test, troubleshoot and provision and install ColdFusion based applications
- Support ongoing AWS migration, including rolling out EC2 instances, AMI creation, security configuration, patching, and troubleshooting
- Decommission infrastructure, applications and containers
- Follow proactive monitoring/maintenance policies and procedures to maintain the availability of mission-critical systems
- Participate in the monthly on-call rotation to support the production environment 24/7
- Baseline & organize technical documentation, such as scripts, performance metrics, etc.
- Provide incident response for Windows servers, performing diagnosis, troubleshooting and resolution
- Manage software licenses and usage
- Assist in developing and documenting processes and procedures for ongoing management of the Linux server environments
- Assist in SAN/NAS maintenance for the virtualized environment

Qualifications

- 5+ years of experience administering Windows Server 2003/2008/2012/2016 and advanced knowledge of Active Directory, Windows Group Policy and related Microsoft technologies
- 3+ years of AWS infrastructure management experience
- 5+ years of experience with VMware virtualization environment
- Experience with Java Frameworks, JSON and XML formats is a plus
- Experience with automation using Ansible, Python or similar dynamic languages
- Experience working in an Agile environment
- Must have excellent communications skills
- Excellent problem solving and analytical skills with the ability to effectively troubleshoot, resolve, or escalate problems.
- Experience in Federal Grants Management is a plus

Education:

- Bachelor's degree or equivalent work experience
- MCSA Certification is a plus
- Relevant AWS certification preferred

Clearance: Must be able to obtain a Public Trust

Highrise Consulting, Inc. is a growing small Information Technology (IT) company headquartered in Bethesda, MD. Our goal is to provide our clients with the best technology services that contribute to building the most powerful, reliable and cost-effective solutions in the IT industry. Our company has established excellent working relationships with the Department of Health and Human Services (DHHS) and the National Institutes of Health (NIH), and formed strong partnerships with many leading IT businesses in the Health Services industry. We are committed to success and are continuously seeking to develop new opportunities across the public sector and beyond.

Benefits Summary:

- Health Insurance Plans from Blue Cross and Blue Shield (CareFirst)
- Dental and Vision Benefits from Blue Cross and Blue Shield (CareFirst)
- Life, Short- and Long-Term Disability Insurances
- 401K Plan with Company Matching
- Paid Vacation and Sick Leave
- Paid Holidays
- Flexible Spending Accounts support for Health, Travel, and Dependent Care expenses
- Profit Sharing

Highrise Consulting provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, Highrise Consulting complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company does business. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training. We are proud of our diversity and encourage veterans to apply. EOE M/F/D/V

Highrise Consulting, Inc. participates in the E-Verify program as required by law. [Learn more \(http://highriseconsulting.com/everifyposter.pdf\)](http://highriseconsulting.com/everifyposter.pdf).

Highrise Consulting, Inc. reserves the right to change any or all the above benefits from time to time. Highrise cannot be held responsible if one of the listed benefits has been modified, deleted, or otherwise changed.