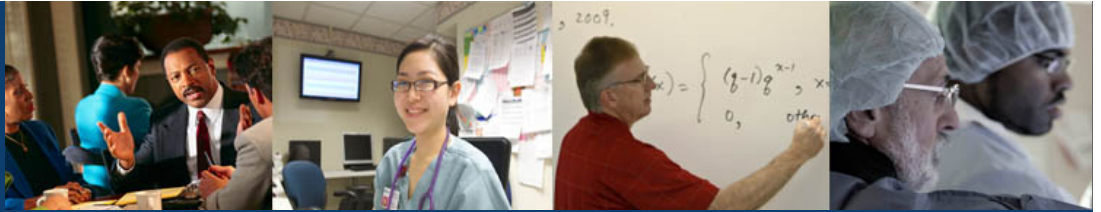


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## Job Details

Title: Information Technology Technical Associate (Linux Systems Administrator) - University Library (Job ID #45428)

Department: University Library, Systems

Category: Civil Service

Location: Chicago

Close Date: 10/26/2014

Salary Range: Minimum Salary: \$65,000.00

Shift: Days

Hours Per Week: M-F 8:30a.m. to 5:00p.m.

Description: **Job Summary:**

The University of Illinois at Chicago's University Library is seeking an experienced Linux Systems Administrator (Information Technology Technical Associate) to lead the Desktop and Linux Systems Administration unit within the Library.

As the Library's senior systems administrator, the Linux Systems Administrator contributes to the overall development of the Library's Web and digital library infrastructure and will help plan, select, and implement technologies to support the Library's goal of anytime anywhere access to UIC's scholarly information. This person will lead the unit in providing excellent customer service to UIC and University Library colleagues.

The Desktop and Server Administration Unit is part of the Information Technology Division of the UIC University Library. The IT division supports the student, library patron, and staff technology needs at five library locations in Chicago (2 libraries), Peoria, Rockford, and Urbana.

### **About UIC University Library:**

The UIC University Library supports, enhances, and collaborates in the education, research, and service activities of the University by ensuring that faculty, students, and other users have access to a broad and diversified range of scholarly resources, both through its own rich collection of materials and through collaborations with other institutions; providing expertise; engaging in original research; instructing students; and collaborating with faculty outside the library.

The UIC University Library serves an urban and highly diverse campus of more than 25,000 students and 11,000 faculty and staff members, as well as the Chicago metropolitan area and the State of Illinois. UIC provides a wide range of students with a world-class educational opportunity and trains professionals in a wide range of public service disciplines and is the principal educator of health sciences professionals in the state.

UIC has a strong commitment to serve its highly diverse community. UIC especially welcomes applications from women, underrepresented minority group members, persons with disabilities, members of sexual minority groups and others who would enrich the University's research, teaching, and Great Cities mission.

Duties: **Key Responsibilities / Duties:**

As the Library's senior systems administrator, support the Library's goal to provide quality resources and expertise to students, faculty and staff by:

- Leading the Desktop and Server Administration Unit and supervise the work of the Assistant Systems Administrator, graduate assistant(s), and / or student assistant(s). Provide technical leadership and mentoring
- Deploy and maintain desktop computing systems in a mixed environment (Windows, Mac, Linux).
- Monitor, troubleshoot, and resolve system issues with servers, networks, and storage.
- Lead software upgrade and hardware deployment projects
- Maintain and monitor system access controls and maintain system security in accordance with University policies
- Liaise with campus IT organizations and governance bodies
- Maintain and write systems documentation
- Maintain knowledge of new and emerging technologies and techniques to propose and recommend new methods to improve manageability and reliability.
- Perform other related duties and participate in special projects as assigned.
- Install, patch, and maintain server, operating systems, services (e.g., Linux, Apache, MySQL)
- Install, patch and maintain application packages (e.g., Open Journal System, DSpace, Soir, Fedora)
- Write and maintain shell scripts

Qualifications: **Minimum Qualifications**

1. Any combination totaling two years from the following categories:
  - a. progressively more responsible work experience in IT-related profession
  - b. college course work in Information Technology (IT), IT Management, or a closely related discipline, as measured by the following conversion table or its proportional equivalent:
    - 60 semester hours or Associate's Degree equals one year
    - 90-120 semester hours or Bachelor's Degree equals two years
2. Demonstrated experience as a Linux Systems Administrator.
3. Demonstrated experience administering Web servers and / or related systems such as Apache, Tomcat, RDBMS (e.g., MySQL, PostgreSQL), etc.

### **Preferred Qualifications:**

- Bachelor's degree (degree in computer science, information science, or closely related field preferred)

- A minimum of 3 years experience as a Linux Systems Administrator
- Advanced degree in computer science, library and information science, or closely related field is preferred
- Experience performing or leading desktop systems (microcomputer) administration
- A minimum of 2 years supervisory experience
- Demonstrated experience implementing and supporting open source applications
- Demonstrated ability to effectively troubleshoot technical problems, isolate problem causes, and implement solutions
- Experience in programming languages appropriate to support systems administration tasks (e.g., Perl, shell scripting, Python, Java, C/C++)
- Experience using an endpoint management tool such as SCCM, Spiceworks, AbsoluteManage, or Dell KACE preferred
- Experience with TCP/IP network design and configuration. Experience working with authorization / authentication mechanisms such as LDAP, CAS, Shibboleth preferred.
- Experience using a configuration management tool (e.g., git, subversion) preferred
- Experience working in the context of a software development methodology preferred
- Experience performing systems resource management and capacity planning preferred
- Experience with DSpace, Solr, and/or Fedora preferred
- Experience managing and transforming data in multiple formats preferred.
- Ability to work collaboratively and positively with individuals and groups, both face to face and remotely
- Excellent interpersonal as well as written and verbal communication skills
- Demonstrated experience working effectively in a team environment; demonstrated ability to interact effectively with stakeholders and to provide excellent user-centered service in a research-intensive, fast-paced, culturally diverse higher education environment

**To Apply:** For fullest consideration, please complete an online application by clicking the **Apply for Position** button below **AND** submit an Exam Request for **CB7677 Information Technology Technical Associate (Linux Systems Administrator) - University Library**

If a degree or college coursework is required you must provide official transcripts.

Transcripts/Licenses/Certifications **MUST** be uploaded electronically to your online application through the "Documents" page on the Civil Service Employment Application (page 4). Be sure to select the appropriate document type before uploading the document.

If your educational institution doesn't provide electronic transcripts they must mail the transcripts to:

University of Illinois at Chicago  
Recruitment and Staffing  
Human Resources Building Room 109  
715 S. Wood Street M/C 862  
Chicago IL 60612

Attn: **CB7677 Information Technology Technical Associate (Linux Systems Administrator) - University Library - HR**

**Credential Assessment Exam Scoring Information:**

You will **not** be required to report in person for this exam. The updated online application and all uploaded, relevant documents, such as a resume and/or college transcript will be used in the calculation of the exam score. These documents should be uploaded prior to submitting your exam request.

When completing your online application, please be sure to provide detailed information about your job knowledge and specific duties and responsibilities, as your qualifications for any Civil Service position will be primarily determined based on what is contained in the application. Dates of employment and if employed on a full or part time basis (including number of hours per week) must be indicated for each position held. Additional consideration will be given to supporting documentation i.e. resume, transcripts, licenses, and certifications so please be sure to attach all applicable documents.

**If an application and exam request are not submitted by the close date, the applicant/employee will not be considered and the exam request will be denied.**

For fullest consideration, the above mentioned requirements must be submitted no later than **Sunday October 26, 2014**

We appreciate your interest in employment at the University of Illinois at Chicago.

The University of Illinois is an Affirmative Action/Equal Opportunity Employer.

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