



NOVA CORPORATION

NOVA Corporation is 100% tribally owned by the Navajo Nation. Recognized by the Small Business Administration (SBA), we are certified as a Tribally Owned 8(a) Small Disadvantaged Business.

NOVA Corporation is dedicated to providing outstanding services to its customers and employees. Our strength is in our ability to understand our client's needs and deliver a solution that will not only meet those needs but exceed their expectations.

NOVA Corporation strives to be innovative in all areas of business and is committed to technical excellence. Our headquarter office is located on the Navajo Nation reservation in Window Rock, Arizona. Also, we have a satellite office located in Chambersburg, Pennsylvania.

NOVA Corporation provides unique, custom solutions to meet our customers communications needs. Our solutions provide communication capabilities using modern technology. At their most complex, they are multi-purpose systems that gather information from dozens of different sources. The information is presented to decision makers immediately, visually, clearly.

Senior Systems Admin

Capabilities/Duties: Ensure system administration technical aspects are addressed (such as server capacity, networking infrastructure, database requirements, application dependencies, file system storage, etc.) Requires critical thinking, problem solving, and analysis; ability to use the resources at disposal to gather information, formulate solutions, circulate ideas to solicit peer input, determine and implement a solution. Knowledge of advanced system administration and performance tuning; basic understanding of software development; moderate first-hand experience using Web related technologies. Ability to interpret server operational characteristics and accurately determine the presence of a problem, and identify and implement solution.

Responsible for maintaining 24/7 mission critical systems on Windows, Unix, Linux, AIX, or Solaris environments, Extensive experience with designing, implementing and supporting SAN environment; provide support for standard server software. Configure, design, analyze, recommend, install and integrate servers and software; analyze, modify, and enhance operating systems, computer operations procedures, and system security.

Interact with hardware and software vendors to assure timely resolution to issues; develop and implement procedures for ensuring proactive maintenance of the production, backup and test environments. Automate monitoring functions where possible; coordinate with Project Management on customer installs and upgrades; ensure disaster recovery functions/updates are completed.

Assist Customer Service in diagnosing applications and customer issues; provide daily/weekly/monthly reports for capacity planning, monitoring and metric compliance.

Develops and promotes standard operating procedures. Conducts routine hardware and software audits of servers to ensure compliance with established standards, policies, and configuration guidelines. Develops and maintains a comprehensive operating system hardware and software configuration database/library of all supporting documentation.

Required certifications:

MCSE, CCNA, or Unix certification; ITIL Foundations or client approved equivalent required.

Minimum 8 years experience

B.S. or B.A. Degree in Computer Science, Management information Systems, Systems Engineering, or related discipline

A combination of related experience, 10 years of job specific experience, and certifications will be used to evaluate a candidate for eligibility in lieu of a degree

You MUST possess a current DoD Clearance to be considered for this position.