The Santa Rosa Rancheria is accepting applications for the following position. Applications are available at the Human Resources Department, Monday-Friday from 8am-5pm, (Excluding Holidays) or you may contact the Human Resources Department at (559) 924-1278 ext. 4003 or visit our Tribal Website at **www.tachi-yokut-nsn.gov**

Job Requisition Form

Position to be filled: Network Administrator

Department: Information Technology

Required Qualifications/Essential Duties:

- Minimum 5 years of proven hands-on experiences with network design, operational support, hands-on implementation and configuration of switches, routers, firewall, IDS, IPS, VPN, S.I.M, and cabling in different LAN/WAN environments**.**
- Prefer an A.A or A.S degree or Bachelor's degree B.A from an accredited four year college preferred in Computer Science, information systems, technical school certification preferred in network security or equivalent in MIS/IT professional certifications with hands-on work experience with two plus years relevant MIS/IT experience in related fields.
- Strong knowledge on Cisco security technology, appliances, and command line interface.
- Ability to demonstrate network design, project planning, understand security threat, prevention, audit, documentation, and recommend best security practices.
- Valid California Driver License – **Required;**
- Must be insurable through company's carrier and maintain throughout employment – **Required;**
- Deploy corporate-wide encryption and network security best practices; Deploy and administer Cisco firewall technology; Deploy a next generation IPS/IDS
- Deploy, administer, and maintain Cisco switches, routers, wireless controller; Centralize alerting and forensic logging with a SEIM; Roll out corporate security policies; Deliver corporate security awareness and training; Run frequent information security self-assessments and updates;
- Perform regulatory compliance to audit report; Value, protect, track and manage all corporate assets; Test business continuity and disaster recovery planning
- Monitor network security internal/external, WLAN, WWAN; Implement network security best practices
- **CCNA** Cisco Certified Network Associates, **CCNP** Cisco Certified Network Professional, Certified Ethical Hacker **(CEH)**, or other SAN **Security Authorized Cert**., Microsoft Certified Professional **(MCP)** on one Operating Systems – **Required**
- Manage and monitor perimeter and back-end security using Anti-Virus, IDS, IPS and other proactive security monitor tools.
- Configure and maintain Cisco Call Manager, Unity and VoIP Telephony Infrastructure.
- In lieu of the required **CCNA, CCNP, and CEH certifications**, upon hire candidate will be required to achieve all certifications within 1 year of hire date.

Reports To: Director

Starting Rate of Pay: $71,864.00 – D.O.E. (Exempt)

Approximate Hours: 40+ hrs per wk

Updated: April 21, 2021

Deadline: Open Until Filled

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Department Director Date Human Resources Director Date

The Santa Rosa Rancheria Tachi-Yokut Tribe shall extend employment preference across all employment opportunities for qualified Native Americans in accordance with and subject to applicable law, including Title VI of the Federal Civil Rights Act, which recognizes Native American employment preference.