

**JOB TITLE:** System / Network Administrator  
**LOCATION:** Tonawanda, NY

**JOB SUMMARY:** The Enterprise Network Engineer has high level ownership of Enterprise network infrastructure on Cisco platform, maintaining reliable network connectivity of all satellite locations. This role requires an expert level of understanding in design, implementation and maintenance of infrastructure data center leveraging vSphere and Horizon view. Must have strong knowledge of virtualization technology, specifically VMWare and networking with Cisco products.

#### ESSENTIAL FUNCTIONS:

Performs duties and responsibilities in compliance with Hebeler's Process Map for Information Technology including;

- ▶ High level design, implementation and maintenance of Infrastructure Data center leveraging vSphere and Horizon view;
- ▶ Lead and recommend datacenter growth-maintenance-enhancements;
- ▶ Lead the researching efforts for corporate wide hardware and software solutions;
- ▶ Drive innovation throughout organization looking for new technologies to increase efficiencies and eliminate waste;
- ▶ Support ERP Systems Analyst in Server side database configuration and Management;
- ▶ Assess technology for all segments of manufacturing operations;
- ▶ Introduce enhancements to operations across all divisions-bar coding-time collection-etc.

#### POSITION REQUIREMENTS:

- ▶ Bachelor's degree in Computer Science or related field and four (4) to six (6) years of IT experience in manufacturing, engineering or related industry;
- ▶ Previous project management experience with implementation of enterprise solutions and enhancements preferred.
- ▶ Experience with VMware technologies
- ▶ Knowledge of computer and/or network security systems, applications, procedures and techniques Ability to identify and resolve computer system malfunctions and operations problems.
- ▶ Ability to communicate technical information to nontechnical personnel.
- ▶ Ability to communicate clearly and effectively with staff, vendors and peers.
- ▶ Strong attention to detail and solid follow-up capabilities.

#### ADDITIONAL RESPONSIBILITIES:

- ▶ Performs other duties as assigned by Senior Leadership.

#### SUPERVISORY RESPONSIBILITIES:

- ▶ None.

#### PHYSICAL DEMANDS:

The physical demands described represent those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee will regularly sit for long periods; stand talk and hear in person and by telephone; and use hands to operate, finger, handle and feel office equipment and documentation; and reach with hands and arms. Hands and fingers frequently perform repetitive motion. Occasionally the employee will use arms and hands to balance. The employee is occasionally required to walk, climb, stoop or bend and lift up to 25 pounds.

This job requires close vision and the ability to adjust focus.

The above job description is not a contractual or binding document; it is provided as a guide to the types of duties required to be undertaken. Duties may vary from time to time and this description is subject to review. Modifications will be made as needed to support changes in the business climate and requirements.