

**THREE RIVERS TECHNOLOGIES  
POSITION DESCRIPTION  
REV 08/10**

**TITLE:** System and Network Administrator Intern

**PURPOSE:** Work as a team member or as an individual technical consultant on implementation, enhancement and support of internal and client IT solutions. Expand your knowledge base and skill set in the areas of server administration, networking, security and virtualization by using a variety of technologies that embody the latest trends.

**RESPONSIBILITIES AND DUTIES:**

- Maintain and implement technology solutions internally and for customers including, but not limited to: custom software, network monitoring tools, virtualization environments, servers, routers, switches, firewalls and storage area networks.
- Troubleshoot live/in-production systems.
- Identify required and proactive maintenance work.
- Configure, maintain and troubleshoot Microsoft Active Directory and Windows Server 2003/2008 systems.
- Troubleshoot computer hardware ranging from workstations to enterprise class server systems.
- Write scripts in a variety of languages, such as batch, bash, VBscript and powershell, to streamline system administration.

**CREDENTIALS AND EXPERIENCE:**

- Current junior or senior in a 4 year Computer Science or Information Systems Bachelors program at a college or university.
- Experience with Microsoft Active Directory and Windows Server 2003/2008.
- Excellent written/oral communication and customer-interaction skills.
- Self-motivated and able to manage time effectively.

**PREFERRED (but not required) SKILLS and KNOWLEDGE:**

- Microsoft experience or certifications
- Cisco hardware experience
- Linux/UNIX experience or certifications
- Virtualization experience using VMware or Microsoft Hyper-V
- SAN (Storage Area Network) experience/certifications

**SPECIAL REQUIREMENTS:**

- Some use of personal vehicle
- Occasional off-peak work hours

**WORK ENVIRONMENT**

This position requires in-office work as well as on-site work at client locations with varied office environments.