



CITY OF ANAHEIM
invites applications for the position of:

Part Time SCADA Systems Analyst I/II (Systems Administrator)

SALARY:	See Position Description
OPENING DATE:	12/07/21
CLOSING DATE:	Continuous
DESCRIPTION:	



ANAHEIM OWNED. ANAHEIM FOCUSED.

As Orange County's only publicly-owned water and electric utility, Anaheim Public Utilities has provided its residents and businesses with low rates and reliable service for more than 100 years.

Part Time SCADA Systems Analyst I - \$42.04 - \$57.80 Hourly
Part Time SCADA Systems Analyst II - \$46.35 - \$63.73 Hourly

The **City of Anaheim Public Utilities Department** seeks a highly knowledgeable **Part Time SCADA Systems Analyst I or II** to perform a variety of professional and technical duties in the administration and maintenance of the Public Utilities SCADA system and network.

Candidates must have four years (SCADA Systems Analyst I) or six years (SCADA Systems Analyst II) of increasingly responsible experience in System Administration using Microsoft Server OS, RedHat Enterprise Linux and VMWare, supplemented by completion of the twelfth grade and college level course work in computer science, business information systems, electrical engineering, or a related field. An ideal candidate will have experience with:

- Microsoft Windows Server OS and supporting domain functionalities (DNS, DHCP, AD, Group Policy, Account Management)
- RedHat Enterprise Linux OS
- HP Enterprise Servers and PC Hardware
- VMware
- Implementing server solutions in both physical and virtual environments
- Designing and supporting enterprise backup solutions using GFS Methodology
- Designing and supporting enterprise storage solutions

Additional Preferred Skills:

- Knowledge of security best practices and cyber security standards.

- Familiarity with networking basics in Cisco environment.

The City of Anaheim reserves the option to hire at either Part Time SCADA Systems Analyst I or II level based on candidate qualification and knowledge/skills/abilities demonstrated during the selection process. This is a part-time position usually averaging 30 hours per week. A minimum number of hours is not guaranteed.

ESSENTIAL FUNCTIONS:

The following functions are typical for either SCADA Systems Analyst I or II classifications. Incumbents may not perform all of the listed functions and/or may be required to perform additional or different functions from those set forth below based on their classification level and to address business needs and changing business practices.

- Carry out technical strategy in the deployment of complex systems, as well as contributing to technical solutions and administrative maintenance.
- Implement critical projects in support of a wide range of complex applications that rely on server functionality.
- Install new software releases and system upgrades, evaluate and install patches; and resolve software related problems, including working with software vendors on support tickets as needed.
- Network design, troubleshooting and monitoring. This includes switch, routing and firewall infrastructure.
- Deploying, patching and the ongoing administration of Windows and RedHat Enterprise Linux Servers and supporting domain functionalities (AD, DNS, DHCP, Group Policy, Account Management).
- Planning, design and implementation of redundant and highly available applications and services.
- Maintain backup of network systems, applications, configurations and storage systems; perform system backup and recovery.
- Design, implement and maintain monitoring systems for servers and network devices.
- Monitor and optimize server and application performance.
- Automate systems management through creative scripting and toolsets.
- Advise on hardware utilization and recommend changes when necessary.
- Monitor the health of services, identify problems, and find root cause and resolve.
- Perform related duties and responsibilities as required.

QUALIFICATIONS:

Experience and Education: Four years (SCADA Systems Analyst I) or six years (SCADA Systems Analyst II) of increasingly responsible experience in Linux/Windows System Administration, supplemented by completion of the twelfth grade and college level course work in computer science, business information systems, electrical engineering, or a related field. An equivalent combination of experience and education sufficient to perform the essential job functions and provide the required knowledge and abilities is qualifying.

Knowledge of: Systems and networking software, hardware and networking protocols; Linux, Unix, and Windows operating systems; working knowledge of virtualization, VMWare, or equivalent; fiber-optics technology; working knowledge with firewalls, networking, routing and switching; pertinent federal, state, and local laws, codes, and regulations; SAN and high capacity

disk drive arrays, and knowledge of enterprise wide networking using Cisco network components as well as, cyber security standards, applications, and techniques.

Ability to: Work at a high level of professionalism with a wide variety of internal staff and external contract staff; develop sound resolutions to contractual problems or disputes; read, understand, and edit technical manuals and drawings; exercise good judgment; effectively solve problems; analyze a variety of complex information, perform complex calculations, and reach sound conclusions; program network and communication equipment; conduct thorough research; develop complex reports and presentations to high level audiences; understand technical specifications of SCADA and apply towards developing special programs related to SCADA; analyze system requirements against legal and contractual provisions; develop and monitor budgets; use project management software; communicate clearly and concisely, both orally and in writing; and establish and maintain effective working relationships with those contacted in the course of work.

Possession a valid California Class C Driver's License by date of appointment.

SUPPLEMENTAL INFORMATION:

IMPORTANT APPLICATION INFORMATION AND INSTRUCTION

Applications will be accepted on a **continuous basis** until a sufficient number of qualified applications have been received. The deadline for the first review of applications is on **Friday, January 7, 2022**. **Applicants are encouraged to apply early. Applicants that apply after the first review are not guaranteed to be considered for this recruitment. This recruitment may close at any time without notice after the first review date.**

The selection process will consist of a minimum of an oral interview.

The eligibility list established from this recruitment may also be used to fill the current and/or additional vacancies throughout the City.

This is a part-time position usually averaging 30 hours per week. A minimum number of hours is not guaranteed. The City of Anaheim reserves the option to hire at either Part Time SCADA Systems Analyst I or II level based on candidate qualification and knowledge/skills/abilities demonstrated during the selection process.

Candidates must be specific and complete in describing their qualifications for this position. Failure to state all pertinent information may lead to elimination from consideration. Stating "See Resume" is not an acceptable substitute for a completed application.

The successful candidate will be required to undergo a reference / background check (to include a conviction record) and pass a post-offer pre-employment medical examination (which will include a drug/alcohol screening). The City of Anaheim utilizes E-Verify and new employees must provide documentation to establish both identity and work authorization.

Communication regarding your application and/or status will be sent to the email address listed on your application. Please check your email regularly throughout the recruitment process as you will not receive communications by any other method.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.anaheim.net/jobs>

Position #2021-00331
PART TIME SCADA SYSTEMS ANALYST I/II (SYSTEMS
ADMINISTRATOR)
BR

201 S. Anaheim Blvd., Suite 501
Anaheim, CA 92805
714-765-5111

employment@anaheim.net

Part Time SCADA Systems Analyst I/II (Systems Administrator) Supplemental Questionnaire

- * 1. Candidates will be evaluated based on the information provided on both the application and the responses to the following Supplemental Questions. Failure to fully detail all experience or stating experience in response to the Supplemental Questions but not listing the experience in the application, copy/pasting information, or responses referring to your resume may eliminate you from consideration.
 - I acknowledge I have read and understand the above information
 - * 2. How many years of increasingly responsible experience in Linux and Windows server and workstation administration and high capacity (SAN) drive arrays/enclosures, do you possess?
 - None
 - Less than 2 years
 - At least 2 years, less than 4 years
 - At least 4 years, less than 6 years
 - At least 6 years, less than 8 years
 - At least 8 years, less than 10 years
 - At least 10 years or more
 - * 3. Please describe your experience in Linux and Windows server and workstation administration, high capacity (SAN) drive arrays/enclosures. In your response, please include your employers name and years of experience. If none, type N/A.
 - * 4. Did you complete the twelfth grade and have college level course work in computer science, business information systems, electrical engineering, or a related field?
 - Yes No
 - * 5. Please describe your course work in computer science, business information systems, electrical engineering, or a related field? If none, type N/A.
 - * 6. Please describe your experience with system security (e.g. intrusion detection systems), data backup/recovery, disaster recovery, high availability/fail over, and load balancers. If none, type N/A.
- * Required Question