



ArcSource Group, Inc. is a certified SBA 8(a), Economically Disadvantaged Woman-Owned Small Business (EDWOSB) that delivers training and management related services and IT support services to federal and commercial clients. We are seeking a **Patch Management/Patch Automation Resources**.

The Patch Management Systems Administrator will be responsible for maintaining and upgrading systems to ensure the environment is secured and updated. This role includes, but not limited to patch management, system upgrades, backups, disaster recovery/business continuity planning, monitoring system performance, cloud integration initiatives, and various projects to meet business objectives.

This position is in Raleigh, NC, RITSC Campus, or Eagan, MN.

Key Responsibilities/Requirements:

- Partners with a variety of technology and business operations teams to ensure seamless data transmission for the end to end patch management workflow
- Develops Patching Plan to support monthly vendor patches to all systems
- Responsible for identifying enhancements, defining requirements, and assisting leadership in the prioritizing, development, testing, and implementation
- Supports system patching test lab and tests for unintended consequence of system performance
- Communicates results, status, and actions effectively
- Ensures that the end to end Patch Management workflow, processes, and procedures adhere to Security policies and standards

Essential Functions Required

- Troubleshoots complex server hardware and OS related issues
- Monitor systems and equipment throughout the enterprise
- Develop and maintain document processes and procedures
- Evaluate, test, and implement new productions and solutions
- Performs other related systems administration duties and tasks as required by management
- Deploy new systems and solutions under best practices guidelines



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- Adhere to organizational policies and procedure initiatives
- Follow through with tasks and projects
- Monitor/optimize system resources and utilization
- Collaborate with team members to improve and optimize systems and resources

Education and/or Experience:

- Educational experience equivalent to a bachelor's degree in Computer Science or related field and five years' work-related experience
- Active or ability to acquire Public Trust security clearance
- Exceptional interpersonal, communication, and presentation skills. Ability to work independently and in a team-oriented environment.
- Must have a thorough knowledge and understanding of computer software and hardware and their network applications
- Strong Microsoft Server Operating Systems
- Strong background supporting Linux Servers helpful
- Strong VMware experience - other virtualization technologies helpful
- Strong understanding of Microsoft Active Directory and Group Policies
- Excellent organizational skills

Employee Benefits:

- Medical, Dental, & Vision Benefits; 401k
- Long Term & Short-Term Disability; Life Insurance
- Three weeks PTO + Federal Holidays
- Salary dependent on skills and experience



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Please contact: careers@arcsourcegroup.com

The specific statements shown in each section of this description are not intended to be all-inclusive. They represent typical elements considered necessary to perform the job successfully. Applicants selected will be subject to a government security investigation and must meet eligibility requirements for access to classified information and be able to obtain a government-granted security clearance. Individuals may also be subject to a background investigation including, but not limited to criminal history, employment and education verification, and drug testing.

ArcSource Group is an Equal Opportunity Employer. Qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, marital status, disability, veteran status, sexual orientation, or genetic information.

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