

Network and Computer Systems Administrators

SOC: 15-1244 • Career Profile Report

■ Key Facts

\$96,800

Median Salary

13,800

Employment

-4.0%

Growth Rate

■ Requirements & Salary Range

Education: Bachelor's degree

■ Automation Risk Assessment

Low Risk - 14.0% probability of being automated in the next 10-20 years.

This job is relatively safe from automation due to its creative, social, or complex problem-solving requirements.

■ Work-Life Balance

9.2/10 - Excellent work-life balance

■ Personality Fit (RIASEC)

Higher scores indicate better personality fit for this career type.

Realistic	7.4/10	Investigative	9.2/10
Artistic	4.6/10	Social	5.4/10
Enterprising	5.6/10	Conventional	6.8/10

■ Top Skills Required

Analytical skills, Communication skills, Creative skills, Multitasking skills, Problem-solving skills, Technical skills

✓ Strengths

- High Demand
- Flexible Work
- Continuous Learning

■ Challenges

- Burnout Risk
- Rapid Technological Change

■ What They Do

Network and Computer Systems Administrators typically perform the following tasks:

- Maintain and administer computer networks and related computing environments, including computer hardware, systems software, applications software, and all configurations.
- Perform data backups and disaster recovery operations.
- Diagnose, troubleshoot, and resolve hardware, software, or other network and system problems, and replace defective components when necessary.
- Configure, monitor, and maintain email applications or virus protection software.
- Operate master consoles to monitor the performance of computer systems and networks and to coordinate computer network access and use.
- Monitor network performance to determine whether adjustments are needed and where changes will be needed in the future.
- Plan, coordinate, and implement network security measures to protect data, software, and hardware.
- Analyze equipment performance records to determine the need for repair or replacement.
- Confer with network users about solutions to existing system problems.
- Recommend changes to improve systems and network configurations, and determine hardware or software requirements related to such changes.
- Design, configure, and test computer hardware, networking software and operating system software.
- Perform routine network startup and shutdown procedures, and maintain control records.
- Load computer tapes and disks, and install software and printer paper or forms.
- Train people in computer system use.
- Maintain logs related to network functions, as well as maintenance and repair records.
- Gather data pertaining to customer needs, and use the information to identify, predict, interpret, and evaluate system and network requirements.
- Coordinate with vendors and with company personnel to facilitate purchases.
- Implement and provide technical support for voice services and equipment, such as private branch exchange, voice mail system, and telecom system.
- Maintain an inventory of parts for emergency repairs.
- Research new technologies by attending seminars, reading trade articles, or taking classes, and implement or recommend the implementation of new technologies.

*Generated by StartRight • Data from U.S. Bureau of Labor Statistics & O*NET*

Source: <https://www.bls.gov/ooh/computer-and-information-technology/network-and-computer-systems-administrators.htm>