



Job Title: Network Administrator

Duties and Responsibilities: Maintain internal network of 10-20 users. Maintain external application servers. Perform other product related duties for OffenderWatch™ and TaxWatch product lines.

Qualifications: Knowledge of/Experience with Microsoft operating systems and MSSQL.

Education and/or Experience: College degree or experience equivalent.

Language Skills: Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

Computer Skills: Basic Knowledge of MS Excel, Outlook and Word. Microsoft operating systems XP professional, windows 2000 and above.

Work Environment: Office located in Covington, LA area. Little or no travel required.

Salary : Salaried position commensurate with experience.

Send resume to Watch Systems at 516 E Rutland, Covington, LA 70433, email support@watchsystems.com or call 985-871-8110.