



Kansas Department of Insurance

Commissioner Vicki Schmidt

Announcement of Vacant Position Internal - External

Posting Date: January 24, 2025
Job Vacancy: Senior Systems Administrator
Division: Information Technology
Job Opening ID: 214995
Compensation Rate: \$85,000 - \$95,000 annually (*Commensurate with Experience*)

Position Type: Unclassified, Regular, Full-Time, Nonexempt, Benefits Eligible
Closing Date: January 31, 2025
Contact Person: Julie McLaughlin julie.mclaughlin@ks.gov or 785-291-3801

Job Summary

The Kansas Department of Insurance has an exciting opportunity for an experienced Senior Systems Administrator to join our IT team. As a Senior Systems Administrator, your primary duty will be to implement infrastructure and security projects as we further strengthen the cybersecurity posture of the agency. The ideal candidate for this position will be someone who has advanced IT infrastructure and infrastructure implementation skills. The successful candidate will play a crucial role in maintaining, upgrading and optimizing the Department's network and IT infrastructure. The Department values our employees and encourages personal growth and professional development. For a detailed position description please contact the recruiter.

The Team

You will be part of a collaborative and hardworking team who are committed to providing exceptional service and support to the Department.

What We Have to Offer

The Kansas Department of Insurance has a comprehensive benefits package that includes:

- Personal and professional growth opportunities by offering career development programs to further career advancement
- Outstanding work-life balance with flexible work schedules and a chance to work up to one day a week remotely after six months of employment with the Department
- No waiting period for health insurance coverage – eligible for insurance on day one
- Competitive Salary
- Paid holidays, vacation leave, sick leave, and parental leave
- Retention and Credential Bonus Opportunities
- KPERs Retirement plan and deferred compensation program
- Beautifully renovated office near Wanamaker Road free parking and easy access to I-70.

Qualifications

Minimum Requirements:

- Ability to pass a comprehensive KBI and FBI background check
- Graduation from an accredited four-year college or university with major course work in Information Technology or related field(s)
- Professional or technical experience in the IT industry, as deemed by the Commissioner of Insurance to be sufficient qualification to perform the assigned work, may be substituted for college study

Ideal Candidates Will Have:

- Passion for protecting Kansas consumers and assisting us in our mission to protect and regulate the state's insurance industry
- Extensive knowledge of cybersecurity best practices and experience with cybersecurity tools
- 5+ years of experience as a Senior Systems Administrator
- 5+ years of experience with VMWare, Hyper-V, or other virtualization platforms
- Intermediate experience developing PowerShell, Python or other scripting language, scripts for automation and related tasks.
- 5+ years of experience administering Active Directory and the core aspects of it such as DHCP, DNS, and Group Policy
- Intermediate experience with other cybersecurity best practices such as BitLocker, LAPS, multifactor authentication, PAM, IAM, and SIEM toolsets
- Experience with asset management and deployment toolsets such as SCCM, KACE, PDQ, NinjaOne, Action1, or similar products
- Experience scoping and leading IT infrastructure implementation projects
- Ability to problem solve, research, and propose solutions
- Ability to think analytically
- Ability to work with a team and on your own independently

Additional Requirements

- As a condition of employment, candidates are subject to a pre-employment screening process to include name-based criminal history records check, reference/background check of past and present employers and a comprehensive KBI and FBI background check.
- Verification of identity and employment eligibility to work in the U.S. is required by federal law. For a list of acceptable documents that establish these criteria, please refer to the federal Form I-9.
- The Kansas Department of Insurance does not provide sponsorship for this position.
- Kansas Tax Clearance Certificate is required, please visit the Department of Revenue's website for more information:
<https://www.ksrevenue.org/taxclearance.html>
- Veteran's Preference Eligible – Learn more about claiming Veteran's preference at:
<https://admin.ks.gov/offices/personnel-services/jobs/veterans-preference>

How To Apply:

Step 1: Create an Account at the State of Kansas Careers website at: <https://admin.ks.gov/services/state-employment-center/sec-home>

Step 2: Once you have created an account, complete the online State of Kansas application form and upload the other required documents.

- Kansas Tax Clearance Certificate
- Resume
- Cover letter
- Veterans' Preference K.S.A. 73-201(c) Form and DD-214, if applicable.

Recruiter Contact: Julie McLaughlin

Phone: 785-291-3801

Email: julie.mclaughlin@ks.gov

What to Expect Next:

Your application will be reviewed, and we will evaluate your qualifications based on the materials that you submit. Therefore, the materials that you submit must be complete and fully discuss how you meet the minimum, other, and preferred qualifications, if applicable. After your application is evaluated, you may be contacted for further information or to schedule an interview.

KANSAS TAX CLEARANCE CERTIFICATE REQUIRED: Each applicant applying for a State of Kansas job vacancy must obtain a valid and up to date Kansas Certificate of Tax Clearance. For more information and to obtain a Kansas Certificate of Tax Clearance go to the Kansas Department of Revenue's website at: <http://www.ksrevenue.org/taxclearance.html>. This is in accordance with Executive Order 2004-03. If you need assistance with the tax clearance, please contact 785-296-3199.

If you have questions, please do not hesitate to contact us at 785-291-3801.

Individuals with disabilities are encouraged to contact the Recruiter if reasonable accommodations are needed for any part of the application or hiring process.

The Kansas Department of Insurance is an Equal Opportunity Employer