

# Lakeland

COMMUNITY COLLEGE

INFORMATION TECHNOLOGY  
AND COMPUTER SCIENCE

## **CAREER SKILLS FOR** Career Skills for Network Administrator/ Analyst



### **ADDITIONAL RESOURCES**

Association of Information  
Technology Professionals (AITP)

[aitp.org](http://aitp.org)

Microsoft (MCSA, MCSE)

[microsoft.com/learning](http://microsoft.com/learning)

### **VENDOR CERTIFICATIONS**

Vendor certifications are an important extra for entry-level positions. Earning a vendor certification demonstrates a minimum level of technical knowledge and competence. Some relevant certifications are:

CompTIA Network +

CompTIA Security+

Microsoft Certified IT Professional (MCITP)

Microsoft Certified Technology Specialist (MCTS)

MS Certified Solutions Associate (MCSA):

Client Support Help Desk

MS Certified Solutions Associate (MCSA):

Enterprise/Server Support Professional

MS Certified Solutions Expert (MCSE):

Desktop Infrastructure

MS Certified Solutions Expert (MCSE):

Server Infrastructure

Red Hat Certified System Administrator (RHCSA)

Red Hat Certified System Engineer (RHCE)

### **FOR MORE INFORMATION CONTACT:**

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 Opportunity  
starts **HERE**  
[lakelandcc.edu](http://lakelandcc.edu)



Graduates of the Operating Systems/Networking program gain experience in general networking concepts as well as Microsoft operating systems/networking and Red Hat Linux operating systems/networking. Use this fact sheet to investigate your academic and career options, and to master your job search.

## **JOB-SPECIFIC SKILLS**

*Skills and knowledge you will obtain at Lakeland to prepare for a successful career in the field.*

### **HARDWARE/SOFTWARE SKILLS:**

- Configure workstations on a network
- Consult with the operating systems and networking software vendors for technical support
- Install, configure and upgrade a variety of desktop and server software and their related products
- Perform computer maintenance and optimization
- Perform general technical troubleshooting and give consultation to development teams
- Understand the hardware and software used in a network (servers, switches and routers)

### **PROGRAMMING SKILLS:**

- Systems analysis and design
- Use logic and problem-solving
- Basic programming skills

### **DESKTOP OPERATING SYSTEMS AND NETWORK SKILLS:**

- File management (organize, file and store)
- Knowledge of how specific operating systems work (Windows, UNIX and Linux)
- Knowledge of local area networking (LAN), wide area networking (WAN), wireless and telecommunications protocols
- Support various environments

### **GENERAL MANAGEMENT SKILLS:**

- Capacity planning for growth and changes
- Decision making
- Leadership
- Presentation preparation
- Project management
- Set-up and maintenance of documentation and standards
- Understand core business functions and how information technology interrelates with business



# TRANSFERABLE SKILLS

*Skills you have acquired throughout your life that will help you excel in the field include:*

- Ability to multitask
- Leadership
- Logical thinking
- Organizational proficiency
- Penchant for learning
- Problem-solving
- Verbal and written communication



# PERSONAL ATTRIBUTES

*These nontechnical attributes will enable you to be a competent, reliable employee in any company.*

- Accurate
- Adaptable
- Analytical
- Collaborative
- Creative
- Critical thinker
- Customer-focused
- Deadline-oriented
- Detail-oriented
- Demonstrate initiative
- Efficient
- Ethical
- Flexible
- Honest
- Independent
- Investigative
- Logical
- Organized
- Patient
- Personable
- Problem solver
- Professional presence
- Questioning
- Quick learner
- Respectful
- Self-motivated



# RELATED JOB TITLES

*Note: This is only a representative list and does not exhaust all possible titles in the field.*

- Engineer
- Network Administrator
- Network Architect
- Network Engineer
- Network Manager
- Pre-sales Engineer/Technical
- Telecommunications Manager
- Telecommunications Specialist
- Wireless Network Engineer

*\*Some positions may require a bachelor's degree or higher.*

# POSSIBLE EMPLOYERS

*Note: This is only a representative list and does not exhaust all types of employers.*

- Banks and financial institutions
- Consulting companies
- Education
- Government agencies
- Health care
- Insurance companies
- Manufacturing
- Nonprofit organizations
- Public accounting
- Real estate
- Research
- Retail
- Self-employment
- Service
- Technology
- Wholesale



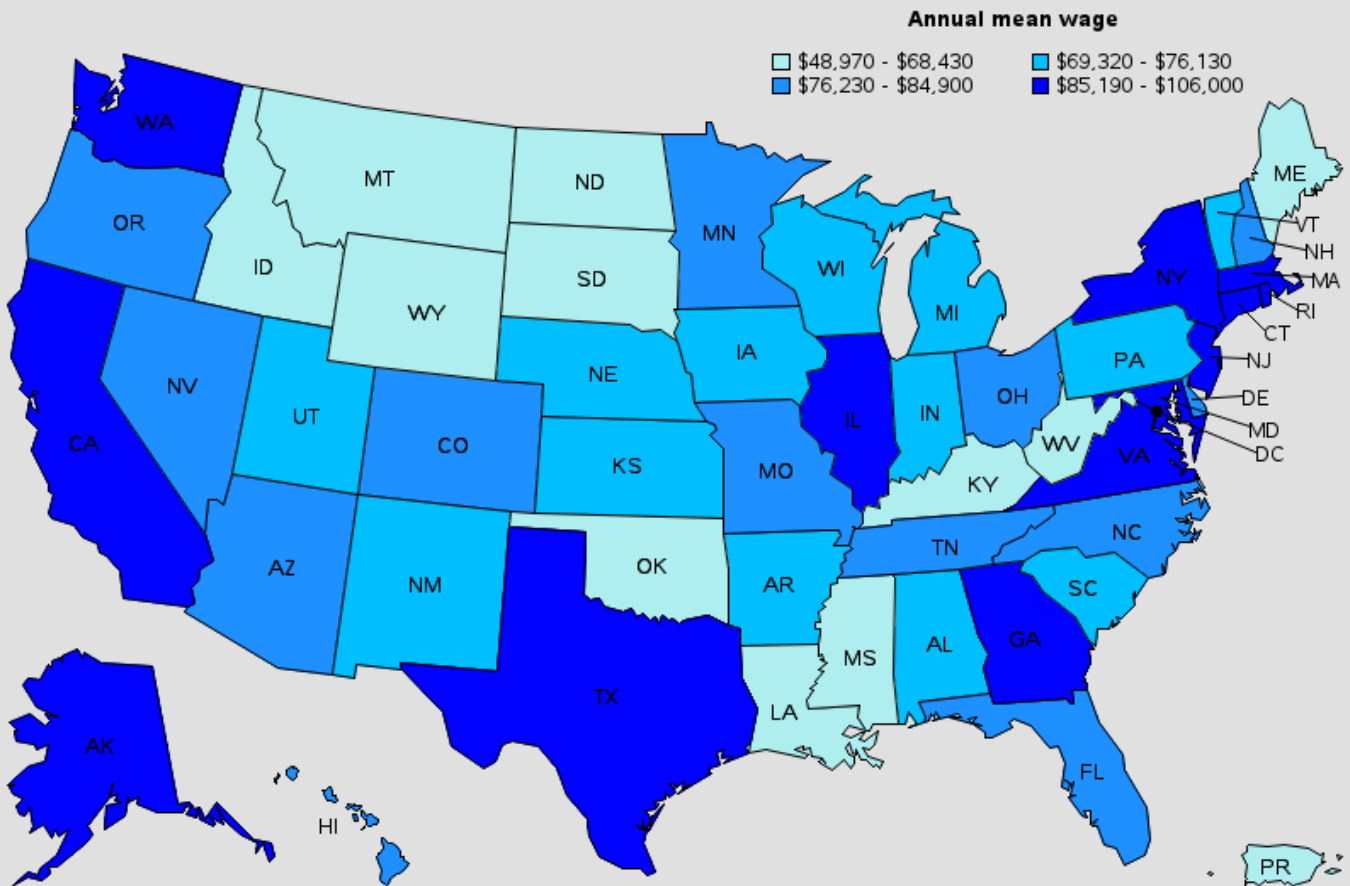
# QUICK FACTS

## Network and Computer Systems Administrators (national averages)

2016 Median Pay	\$79,700 per year/\$38.32 per hour
Typical Entry-level Education	Bachelor's Degree
Work Experience in a Related Occupation	None
On-the-job Training	None
Number of Jobs, 2014	382,600
Job Outlook, 2014-24	8% (As fast as average)
Employment Change, 2014-24	30,200

Source: Department of Labor, Bureau of Labor Statistics, Occupational Outlook Handbook. <http://www.bls.gov/ooh/computer-and-information-technology/network-and-computer-systems-administrators.htm>. Statistics accessed Aug. 23, 2017.

## Annual mean wage of network and computer systems administrators, by state, May 2016



Source: <https://www.bls.gov/oes/current/oes151142.htm>

Blank areas indicate data not available.