

ADMINISTRATIVE PROFESSIONAL POSITIONS MUST QUALIFY FOR ONE OF THE [EXEMPTION CRITERIA](#) SET FORTH IN RCW 41.06.070.

**ADMINISTRATIVE PROFESSIONAL  
Benchmark Job Class  
Computer Systems Administrator/1353**

**Function and General Scope**

Positions assigned to this class are responsible for administering one or more computer systems supporting multiple users in a distributed computing environment. Responsibilities include installing and supporting operating systems and related system software, planning and coordinating system utilization, performing growth analysis and capacity planning, system analysis/design and programming to solve complex systems problems. Responsibility levels range from sole responsibility for a small departmental system to shared responsibility for complex systems that cross multiple computing platforms used University-wide.

**Classification Requirements (Minimum Qualifications)**

Positions require a Bachelor's degree and three (3) years professional experience. Any combination of relevant education and experience may be substituted for the educational requirement on a year-for-year basis.