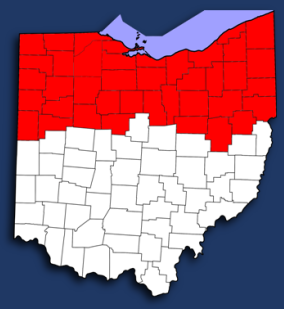
UNITED STATES DISTRICT COURT

Northern District of Ohio

Sara Lioi, Chief Judge | Christian M. Capece, Clerk of Ohio

NOTICE OF VACANCY

801 West Superior Avenue
Cleveland, Ohio 44113
www.ohnd.uscourts.gov



The U.S. District Court for the Northern District of Ohio currently holds court in Cleveland, Akron, Toledo, and Youngstown and serves the 6 million citizens of the 40 most northern counties in the state. It is among the 17 largest U.S. district courts.

HOW TO APPLY

Applicants must submit ONE PDF document to apply@ohnd.uscourts.gov containing the following:

- Cover Letter
- Resume
- Three professional references with contact information
- Application for Federal Judicial Branch Employment found HERE

NETWORK ADMINISTRATOR | VACANCY #26-37

Duty Station:	Any (CLE, Akron, Youngstown, or Toledo)	**Posted:**	08/28/2026
Status:	Full time Permanent	**Closing Date:**	Open Until Filled
Classification:	CL 27/28	**Reports To:**	IT Assistant Director

Starting Salary Range* $59,732- $101,386

Starting salary commensurate with work experience, education, and previous Federal Court experience.* ***First consideration will be given to application packets received by September 09/11/2026.*

POSITION OVERVIEW:

The Network Administrator is responsible for ensuring the availability of the Court's network, including virtualized servers, traditional and virtualized desktop systems, backups, online replication (DFSR), LAN/WAN, and security. The Network Administrator monitors and optimizes hardware, systems, and databases to ensure system performance and reliability; performs troubleshooting as required; and administers Active Directory services. The position provides support for systems and court users in Cleveland, Akron, Toledo, and Youngstown. (Promotion potential to CL 28 without further competition.) Office hours are typically 8:00 a.m. – 4:30 p.m., with eligibility for one (1) telework day per week under established court policies and subject to change based on court needs. Additional or alternative working hours may be required based on operational and project-based needs.

DUTIES AND RESPONSIBILITIES:

- Provides hardware and software support for servers, virtualization infrastructure, virtual desktop infrastructure, and operating system environments.
- Assists with the development and maintenance of security policies and procedures. Reviews system security logs in accordance with established policies. Installs security, operating system patches, and database software upgrades.
- Manages a Distributed File System (DFS) and DFS replication; provides file server maintenance and troubleshoots problems with network equipment.
- Resolves routine and difficult problems, including those that have been referred/escalated by peers.
- Provides on-call support and performs end-user help desk-related duties. Responds to help desk calls and emails.
- Prepares and maintains documentation for local and wide area networks and all related hardware.

JUDICIARY BENEFITS

- Paid Annual Leave
- Paid Sick Leave
- Paid Holidays (11)
- Pre-tax Benefit Programs
- Health Insurance
- Vision/Dental Insurance
- Group Life Insurance
- Long-Term Care Insurance
- Defined contribution retirement benefits (FERS)
- Thrift Savings Plan (TSP)- 401 (k)-styled program with up to 5% match
- Fitness Center

CONDITIONS OF EMPLOYMENT

- Applicants must be U.S. citizens or eligible to work without restriction in the United States.
- Completion of FBI background investigations with law enforcement agencies including fingerprint, criminal, financial, and employment records check.
- Employment is considered provisional until the background check is complete.
- Employees of the federal judiciary must adhere to all Judicial Conference regulations, follow the policies in the Guide to Judiciary Policy, and are bound by the Code of Conduct for Judicial Employees.
- Employees are considered "at will".
- Employees are required to use direct deposit for payroll.

DUTIES AND RESPONSIBILITIES CONTINUED:

- Assesses, tests, and deploys patches and updates to protect the security and enhance the operation of end user desktop and mobile systems.
- Provides support for database structures, including Informix, SQL Server, and MySQL.
- Monitors daily system backups and regularly monitors operations of the network equipment and systems.
- Provides support and problem resolution to desktop, system, laptop, printer, smartphone, and tablet users.
- Recommends and installs updates to ensure continued operation and acts as the technical expert in solving network and related computer system problems.
- Participate in the planning, implementation, and advancement of IT security measures and IT security programs.
- Participate in other Information Technology responsibilities and initiatives, as required
- Requires lifting of heavy objects such as servers, switches, and other networking equipment
- Travels periodically to divisional offices and potentially outside the district for training.
- Performs other related duties or special projects as assigned.

QUALIFICATIONS:

(Must be met at the time of application):

- Bachelor's degree in a computer-related field ***or*** equivalent experience that would substitute for a bachelor's degree.
- Minimum of 1 year of specialized experience with progressive responsibilities in the areas of computer support, installation, and configuration.
- 3 to 5 years of experience supporting Windows Servers /Active Directory in a virtual environment (Hyper-V, VMWare)
- Knowledge of or experience with Veeam Backup Solutions
- Knowledge of or experience in a virtual desktop environment (VMware/Omnissa)
- Experience with Active Directory, DNS, DHCP and DFS.
- Knowledge of PowerShell and command line scripting.
- Experience with Apple products, iOS operating system, and mobile devices.
- Experience with CISCO networking, including routers, switches, and wireless technologies.
- Familiarity with Microsoft products including but not limited to Windows, Office 365, Exchange, and SharePoint.
- Microsoft, VMware, or Cisco certifications preferred.
- Experience with SAN or NAS devices in a Hyper-V and VMware environment preferred.
- Knowledge of or experience with SQL databases, SharePoint, and Linux operating systems preferred.
- Ability to identify new products and solutions to implement new technologies.
- Strong problem-solving and research skills: ability to isolate and take corrective action on software problems.
- Must be flexible and able to adapt to constantly changing conditions, highly self-motivated, extremely detail-oriented, and organized.
- Knowledge of or experience with Splunk.

- Administrator must be flexible and able to adapt to constantly changing conditions, highly self-motivated, extremely detail-oriented, and organized.
- Must be able to manage multiple priorities and projects with limited supervision.
- Must present a professional demeanor, positive personality, and work well in a team environment.
- Must be able to follow rules, procedures, and the Code of Conduct for Federal Employees.

To be considered for the CL 28 level, must have a minimum of one (1) year of networking experience with a federal agency.

OTHER:

Due to the high volume of applications received, the Court will only contact those who will be considered for interviews. Applicants selected for interviews must travel at their own expense and relocation expenses will not be reimbursed.

The Court reserves the right to fill more than the advertised number of positions with this announcement, may modify the conditions of this job announcement, or may withdraw the announcement, any of which may occur without prior written or other notice.