

Systems Administrator II/Sr. Systems Administrator

Job ID: 00414077

Job Function

Production & Manufacturing

Schedule

Full-time

Location

United States-California
Vacaville

Job type

Regular Employee

Company/Division

Pharmaceutical

Job Level

Experienced

Who We Are

At the Roche Group, about 80,000 people across 150 countries are pushing back the frontiers of healthcare. Working together, we've become one of the world's leading research-focused healthcare groups. A member of the Roche Group, Genentech has been at the forefront of the biotechnology industry for more than 30 years, using human genetic information to develop novel medicines for serious and life-threatening diseases. The headquarters for Roche pharmaceutical operations in the United States, Genentech has multiple therapies on the market for cancer and other serious illnesses. Please take this opportunity to learn about Genentech, where we believe that our employees are our most important asset and are dedicated to remaining a great place to work.

The Position

Job Responsibilities:

Reporting to the manager of the Automation Systems group, the Systems Administrator is responsible for development and support of IT infrastructure and vendor application software associated with mission-critical automation systems, including the Building Automation System (BAS), Utilities Control System (UCS), Programmable Logic Controllers (PLCs), and Vendor Supplied Controllers (VSCs). Specific responsibilities will include:

- Perform GMP maintenance activities on automation systems, including monitoring, physical and logical security, backups, and change control
- Respond to system issues (including 24x7 on-call support); Troubleshoot and remediate issues
- Complete discrepancy, investigation and CAPA records as required
- Install operating system and vendor software patches and upgrades; Design and implement hardware upgrades, system expansions and enhancements
- Support site and network projects that involve system changes
- Perform periodic reviews and revalidations according to quality standards and validation protocols
- Assess and manage risks associated with system operation and use, and design and

- implement improvements
- Support site audits and inspections, and implement corrections as needed
- Maintain system documentation and life cycle support strategies
- Manage vendor support contracts to ensure delivery of products and services, and process renewals to ensure continuous coverage

Who You Are

Job Requirements:

- A minimum of a Bachelors degree in Computer Science or Engineering, or equivalent education and work experience
- A minimum of five years of Building Automation System architecture and administration experience, including support of Windows operating systems
- Recent experience in a pharmaceutical cGMP or other regulated environment
- Outstanding customer service and interpersonal skills
- Ability to acquire, through training and on the job experience, specialized knowledge in rapidly changing technology and applications
- Ability to develop innovative solutions to technical problems
- Ability to perform work under limited direction and guidance, with general instructions on new assignments
- Ability to work well with internal suppliers/customers like Facilities, Information Technology, and Safety Health and Environment (SHE)
- Demonstrated ability to effectively communicate (verbally and in writing), influence and lead both with and without authority, as well as strong analytical skills, planning and organizational skills

Preferences:

- Experience with Siemens APOGEE Insight Building Automation System software
- Experience integrating building automation systems with PLCs
- Experience with Windows 7 administration
- Experience with MODBUS, BACnet, and OPC communication protocols
- Knowledge of MS SQL Server
- Knowledge of sustainability measures and interaction(s) with building automation
- Experience with computer systems validation

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