

Position	System Administrator – Information Technology
Job Description	<p>System Administrator – Internal IT Support</p> <p>The System Administrator (SA) is responsible for effective provisioning, installation/configuration, operation, and maintenance of systems hardware and software and related infrastructure. This individual participates in technical research and development to enable continuing innovation within the infrastructure.</p> <p>This individual is accountable for the following systems: Linux, Network and Windows, VM's & Cloud systems that support GIS infrastructure; Linux, Windows and Application systems that support Asset Management; Responsibilities on these systems include SA engineering and provisioning, operations and support, maintenance and research and development to ensure continual innovation</p> <ul style="list-style-type: none"> ❖ To diagnose and resolve software and hardware incidents, including operating systems (Windows and Mac) and across a range of software applications ❖ Responsible for designing, organizing, modifying, and supporting a company's computer systems. Designs and installs LANs, WANs, Internet and intranet systems, and network segments.
Role & Responsibilities	<p><u>Roles and Responsibilities</u></p> <ul style="list-style-type: none"> • Handle daily technical support activities on desktop support, data network and server management. • LANs, WANs, network segments, Internet, and intranet systems. • Network assessment, IT Audits, VAPT • Maintain system efficiency. • Ensure design of system allows all components to work properly together. • Troubleshoot problems reported by users. • Make recommendations for future upgrades. • Maintain network and system security & Symantec antivirus administrations • Monitor networks to ensure security and availability to specific users. • Evaluate and modify system's performance. • Identify user needs. – User account administration – AD. • Maintain integrity of the network, server deployment, and security. • To install and configure new IT equipment. • Design and deploy networks. • Perform network address assignment. • Assign routing protocols and routing table configuration. • Assign configuration of authentication and authorization of directory services. • Maintain network facilities in individual machines, such as drivers and settings of personal computers as well as printers. • Maintain network servers such as file servers, VPN-Gateways, intrusion detection systems.

	<ul style="list-style-type: none"> • Administer servers, desktop computers, printers, routers, switches, firewalls, IP-phones, personal digital assistants, smartphones, software deployment, security updates and patches. • Having experience in alert monitoring tool, such as Nagios, spice work etc. • Maintains the Avaya gateway, configurations etc. • Managing VM's through VCenter.
Job specific skills	<p>Applicants should possess the following attributes:</p> <p><u>Work Experience</u></p> <ul style="list-style-type: none"> • 4-6 years' experience in working in Internal Support • Experience in working in Banking domain • Experience in ITIL/Information security/VMware/Linux/Windows <p><u>Technical Skills</u></p> <ul style="list-style-type: none"> • Systems Administration/System Engineer certification in Linux/MCSA/CCNA would be preferred. <p><u>Behavioural Skills</u></p> <ul style="list-style-type: none"> • Excellent verbal, written Communication skills • Eye for Detail - Ability to identify potential failure modes. • Analytical and Problem-solving ability • Good interpersonal skills
Educational Qualification	Graduation from a recognized educational institution in India / Overseas Professional qualifications in the areas of ITIL, MCSA, VMware & Linux certification
Minimum Experience	Minimum of 4 Years of experience, of which at least 2 years of hands on experience Internal IT Support/System admin
CTC offered	Compensation will not be a limiting factor for the right candidate(s) and will be discussed on case to case basis
Location of posting	Manjalpur, Vadodara / GIFT City, Gandhinagar / Bengaluru / Hyderabad The candidate(s) may be deputed to work with team(s) with the organization / any subsidiary of the parent organization if and as deemed necessary.
Email to be sent to	recruitment@bgss.in
Website	www.bgss.in