**JOB TITLE:** System Administrator  
**REPORTS TO:** IT Manager  

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<th>Qualifications/academic achievements/memberships required to do the job:</th>
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| **Essential**  
  - Education to a minimum of A-Level (or equivalent level qualification) is required. |
| **Desirable**  
  - A degree or college diploma (or equivalent).  
  - Any appropriate industry qualifications, such as a MCSA/MSCE and ACSA/CCNA. |

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<th>Experience and Skills</th>
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| **Essential**  
  - Experience with virtual computing.  
  - Experience with Storage Area Networks.  
  - Firm knowledge of networking technologies and protocols.  
  - Experience with managing and configuring firewalls.  
  - Experience of enterprise wireless networking.  
  - Firm knowledge and experience of Microsoft Server technologies (Active Directory, DNS, Clustering, Exchange, SQL Server).  
  - Experience with Linux server administration.  
  - Good working knowledge of backup systems. |
| **Desirable**  
  - Experience with Microsoft Hyper-V.  
  - Experience with Aruba network switches and wireless technologies.  
  - Experience with Palo Alto firewalls.  
  - Experience with Debian/Ubuntu based Linux systems.  
  - Knowledge of Windows PowerShell scripting. |
**Personal disposition**

- Clear communications skills, both verbally and in writing, with an ability to communicate effectively at a technical level with which people are comfortable.
- A passion and commitment for providing a first-class service.
- Exemplary customer care skills and ability to work with a diverse range of people.
- Strong time management skills.
- Ability to work with minimal supervision and use initiative.
- An eye for detail, and an ability to identify potential problems before they arise.
- Good problem solving skills.
- Ability to work independently and under pressure whilst prioritising tasks and meeting deadlines.
- Friendly and approachable personality with a ‘can-do’ approach to work and working with others.