

Position Title:	Linux System Administrator
Department:	Programming Department
Reports to:	IT Systems Manager
Position Summary:	<ul style="list-style-type: none"> • Linux server systems administration and network administration. • Provide a stable and reliable environment for the production services. • You would be expected to become a fully functioning member of the team in short order and assimilate a steep learning curve quickly. • Approved candidates will be invited to take a short test, before being invited to an interview. • Pay in line with experience. • This is a full-time role on 39 hours per week with ½ for lunch
Responsibilities:	<ul style="list-style-type: none"> • Assisting setting up firewalls and VPNs. • Nightly backups of production servers and databases. • Provides backup for QC errors, investigating problems and fixing them or handing them over to other teams as appropriate. • Provides input to hardware and software inventory and licenses. • Researching quotations for purchasing of equipment. • Assist in the maintenance of a combined task list to ease the prioritisation of tasks. • Day-to-day duties include ensuring there is a record of the tasks completed. • Manage competing priorities and tasks. • Ensure all work is on track and issues/risks are being mitigated and communicated back to the business stakeholders and the team leader. • Ensure any changes made such as server system-related (not coding) are thoroughly tested. • Assist in the building of a road-map for future development of IT resources. • Communicate with your team leader to ensure that development follows best-practice principles. Work with other developers to ensure that any new technologies introduced will fit with existing server architecture and not cause future problems. • Ensure that both internal and external servers meet the required security standards, having in mind such things as user permissions, firewalls etc. • Ensure any IT SOX compliance processes/policies are adhered to. • Support other team members when issues arise, using specific knowledge or expertise.
Education & Experience:	<ul style="list-style-type: none"> • Minimum of 2-3 years in a Linux systems administrator role. • Degree in IT-related discipline or equivalent industry experience.
Skills & Competencies:	<p>Essential Criteria:</p> <ul style="list-style-type: none"> • Excellent communication (both written and verbal). • Diplomatic and patient in difficult situations with end users and an understanding of conflict resolution would help in managing diverse challenges. • Good commercial awareness and understanding of the need to prioritise and occasionally switch tasks so that the business can react to changes. • Able to work with individuals from across the business and gain their trust and support • Accurate with good attention to detail. • Able to consistently work to given priorities and deadlines and gain satisfaction from completing tasks. • Ability to pick up new knowledge and skills quickly would be very helpful. • Ability to work on your own initiative and act as a team player. <p>Essential Technical Skills:</p> <ul style="list-style-type: none"> • Knowledge of Linux, computers and network related hardware. • Linux Server administration.

	<ul style="list-style-type: none"> • TCP/IP Networking, SSH, HTTP/HTTPS, DNS, DHCP, FTP/SFTP, NFS, CIFS/Samba, VLAN, IP Routing, NAT, DMZ, VPN • Firewall configuration and administration • OpenSSL and SSL Certificates • Apache 2 (including load balancing) • MySQL 5 (including replication) <p>Desirable Technical Skills</p> <ul style="list-style-type: none"> • e-mail installation and configuration • PHP 5 • SAN technologies and iSCSI • Anti-Virus Management (ClamAV) • Version control systems (Subversion) • MySQL Clustering (Tungsten) • Single sign-on solutions (Centrify)
Ideal Candidate	The ideal candidate will be keen to take on responsibility for their area, willing to provide reasoned suggestions for improvements and development work. They will thrive on taking a planned approach and coming up with realistic release dates.
Contact Us:	Candidates may submit their resume along with links to examples of their work online to: Kate Sanderson – HR Manager Education City 8/9 Saddlers Court, Oakham, Rutland, LE15 7GH 0844 225 3060 ext 5125 recruitment@educationcity.com

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