



Arch

Reinsurance Ltd.

Arch Reinsurance Ltd. (Bermuda) provides specialty property, casualty and life reinsurance products through reinsurance intermediaries worldwide. These programs range from Property Catastrophe and Property Excess of Loss reinsurance to Professional Liability and Marine Treaties. Our Bermuda-based operation has a strong, proven management team, a commitment to underwriting discipline, and financial strength that is rated A (Excellent) by A.M. Best and A+ by S&P. We invite applications for the position of:

Senior Network Administrator

Reporting to the Information Technology Manager, the Senior Network Administrator is responsible for helping to maintain the network infrastructure, phone system, servers, desktops and various other systems used by Arch Reinsurance Ltd. and its subsidiaries.

Responsibilities include but are not limited to:

- The installation, administration and maintenance of company's internal computer systems i.e. desktops and servers
- Configuration and set-up of all new server systems required internally for the company's activities
- Checkpoint firewall administration and "frontline" responsibility for company IT security
- Cisco router and switch administration and configuration
- Administration and maintenance of data backup systems and procedures
- Administration of email servers for company-wide email
- Troubleshooting complex problems and implementing prompt resolutions
- Providing telephone and desktop support to internal users in Bermuda and Europe
- Ensuring all IT related projects are performed with full Sarbanes-Oxley compliance
- Forecasting any needed improvements and making recommendations to the IT Manager
- Keeping current on future developments in the IT field and making appropriate recommendations
- Planning and implementing scheduled maintenance for various network systems
- Flexible schedule to accommodate any necessary after hours work required for maintenance, upgrades or repairs, or to respond to emergency calls

Requirements:

- Bachelors Degree in Computer Science/Information Technology or equivalent work experience
- Minimum 5 years professional network administration experience
- Microsoft Certification - MCSA or MCSE
- Cisco Certification - CCNA/ CCENT
- VMware Certification - VCP
- Sound working knowledge of Microsoft SharePoint 2010
- Ability to solve problems quickly and prioritize work accordingly
- Ability to be on call 24x7 and available as and when needed, including after hours and public holidays
- A working knowledge of Microsoft Exchange Server 2010 and Microsoft SQL 2000/2005/2008 is desirable
- Checkpoint CCSANG Certification, and CISSP, CISM, Security+ or equivalent certifications are a plus

Arch offers an attractive compensation and benefits package and the opportunity for growth in a dynamic business environment.

Written applications with a detailed résumé should be sent in confidence to:

The Human Resources Manager
Arch Reinsurance Ltd., Wessex House, 3rd Floor, 45 Reid Street, Hamilton, HM 12
Or via Email: recruiting@archreinsurance.bm

All applications must be received by close of business on Friday, December 9, 2011