

The Ascendant Group Limited, which is a publicly traded investment holding company, invites applications for the position of



**APPLICATION DEADLINE:**  
THURSDAY  
June 4, 2020

Interested applicants may submit a cover letter and current resume to:

**E-MAIL:**  
recruitment@ascendant.bm

# SENIOR SYSTEMS ADMINISTRATOR

## INFORMATION TECHNOLOGY

This position is responsible for design, implementation, maintenance, monitoring and support of IT server and infrastructure systems. The role will also be responsible for third level support of IT systems in general.

### KEY RESPONSIBILITIES:

- Design and implement IT systems and infrastructure, working with vendors where appropriate
- Maintain IT systems and infrastructure to meet high levels of availability and security
- Monitor IT systems and infrastructure for availability and capacity management
- Secure IT systems and infrastructure according to best practice and industry standards
- Support IT systems and infrastructure
- Document IT systems and infrastructure
- Manage Backup and Recovery solutions to meet recovery time and recovery point objectives
- Follow industry standard IT change management processes
- Provide timely and effective support for server and user activity by liaising with Ascendant employees, other IT professionals, vendors and external consultants to discuss or resolve IT issues
- Analyse and monitor server activity in the network environment and take appropriate action.
- Setup and administer system users and various support activities specific to certain corporate applications
- Set-up, maintain and monitor Ascendant's security on corporate systems to protect systems integrity and company data
- Prepare comprehensive reports presenting recommendations for improvements in operating procedures for systems and databases
- Participate in the technical aspects of key company projects from initial study, through development, to user training, implementation and support
- Keep current with the latest development in the technology
- Follow-up to maintain and support the implementation of a new systems or applications.
- Responsible for end of day processing expected to be part of an on-call rotation for afterhours support

### KEY JOB REQUIREMENTS:

- University degree, preferably in Computer Science or equivalent experience
- Professional Designation [MCSE or RHCSE preferred]
- Proven track record in key IT infrastructure management disciplines including security, capacity planning, patch management, disaster recovery and service level management
- Proven track record in Windows Server Operating Systems and Active Directory
- Excellent knowledge of industry standard IT policies and procedures
- Good knowledge of IT system monitoring tools and processes
- Good knowledge of Microsoft Server Applications including Exchange and SQL Server
- Good knowledge of UNIX and LINUX systems
- Good knowledge of VMware
- Working knowledge of LAN/WAN networks & design
- Working knowledge of TCP/IP, DHCP and DNS
- Working knowledge of Web servers and applications
- Working knowledge of enterprise storage systems
- Strong interpersonal skills [showing commitment and being personable in dealing with end users]
- Ability to liaise with vendors, consultants and Ascendant users at all levels
- Strong analytical and problem-solving skills
- Strong ability in backup products and restoration testing techniques
- Basic project management skills [e.g. ability to participate in large and manage small projects]
- Understanding of ITIL or equivalent methodologies
- Good verbal & written communication skills
- Excellent organisational, planning and time management skills
- Sound IT and systems development abilities
- Excellent knowledge of all aspects of database and applications support
- Proven abilities with systems, servers and network support at administration level
- Understanding and hands on experience with SAN and virtualisation technology

Ascendant Group Limited and its operating companies are a drug, alcohol and smoke free environment and, as such, requires all applicants to successfully pass a pre-employment drug and alcohol screening prior to an offer of employment.