Designation: System Administrator

Job Description:
● Design, install and hardware, peripherals, services, settings, storage, etc. in accordance with standards and project/operational requirements.
● Proactively manage and maintain server, network, and firewall systems.
● Ensure the integrity and availability of all hardware, server resources, systems and key processes, reviewing system and application logs, and verifying completion of scheduled jobs such as backups
● Perform desktop and laptop system deployments.
● Implementation and support of desktop infrastructure.
● Investigate, debug and solve relevant Operating System or other Systems Software problems
● Ensure proper recording, documentation and closure.
● Perform ongoing performance tuning, hardware upgrades, and resource optimization as required.
● Routinely perform upgrades to the existing infrastructure systems.
● Initiate preventive maintenance on the operating systems as well as manage repair of system/environment problems.
● Document tasks, procedures, environments for setting up and maintaining systems.
● Provide timely and expert support to customers and staff in troubleshooting hardware and software problems related to networks, graphics, file systems and HPC systems that impact the installation, launching and performance of CAE simulation software products.

Desired Candidate Profile:

● Strong Windows System administration skills: Windows Server 2008/2012, Windows 7/8/10
● Sound knowledge on Microsoft Windows services such as Active Directory, DNS, DHCP, DFS, etc.
● Knowledge on installations & troubleshooting of operating systems and basic software
● Knowledge on maintenance & repair of computer hardware.
● Should be able to maintain proper documentation for all the IT related tasks & troubleshooting.
● Good knowledge of Network principles & LAN Troubleshooting.
● General knowledge of creating basic scripts to automate repetitive tasks.
● Minimum freshers/1 year of experience in the relevant field.
● Must be flexible to work any shift in 24 /7 operation.
● Strong analytical and problem solving abilities, with keen attention to detail.
only male candidates preferred;

Education background: BE/B.Tech/BSC(Computers)/BCOM(Computers)