



VACANCY NOTE

Systems Administrator (full time) at BBMRI-ERIC Headquarters (Graz, Austria)

Job title: Systems Administrator (full-time)

Job location: The Central Executive Management Office of BBMRI-ERIC in Graz, Austria

Job Purpose: The Systems Administrator is responsible for supporting all office operations regarding IT and the infrastructure operations of Common Service IT.

Key Responsibilities

- System administration of Windows and Linux servers operated by BBMRI-ERIC Headquarters and Common Services
- Management of Office 365 account for BBMRI-ERIC (account creation, user support)
- Support of office operations regarding IT
- Support of communication technologies (mobile phones, videoconferencing, etc.) for BBMRI-ERIC Headquarters and Common Services
- Supervising managed operations contracted from third parties (e.g., domain hosting and server hosting)
- Sharing responsibility for infrastructure operations of BBMRI-ERIC Common Service IT
- Automation of system administration
- Development of documentation: operation documentation, user documentation

APPLICATION: Send email to carmen.cristea@bbmri-eric.eu by 27 April 2020.

DETAILS >> <https://www.bbmri-eric.eu/news-events/system-administrator-2020>