

JOB TITLE: IT Engineer

JOB HOLDER -----

MAIN PURPOSE OF JOB

Support and maintain the access to the company and client Servers, Systems, Network and LAN/WAN.

- POSITION IN ORGANISATION
 - Report to the Web services Team Leader
 - Give assistance and support where applicable to CDL employees within the parameters of responsibility advised by Web services Team Leader
 - Assist in the research, recommend and implement approved recommendations into the company infrastructure
- SCOPE OF JOB
 - Server, Network Infrastructure & Support
 - Software Installation, Support & Licensing
 - Recommendations, Research & Development
- DIMENSIONS & LIMITS OF AUTHORITY
 - Assist in the control and development of projects
 - Recommend to the Web services Team Leader the purchase of equipment/Software
 - Co-ordinate and prioritise workload
- QUALIFICATIONS
 - HNC or equivalent in Computer Science and I.T is desirable
 - RHCSA would be desirable
 - Cisco certification would be desirable
- EXPERIENCE
 - Proven ability of Computer Hardware (Servers) and Operating Systems (Linux / Unix knowledge)
 - Proven ability in maintaining Linux / Unix Systems or similar OS
 - Proven ability of working with Network Hardware/Software
 - Proven ability in a technical support service role
 - Linux equivalent OS knowledge is desirable

JOB HOLDER _____

IMMEDIATE SUPERIOR _____

JOB TITLE: IT Engineer

JOB HOLDER: _____

DUTIES & KEY RESPONSIBILITIES

Server, Network Infrastructure & Support:

50%

- Support and maintain the access to the company servers i.e. Email, DNS and Linux systems.
- Support and maintain the access to the company and communication and their associated databases
- Give assistance and support where applicable to CDL employees with issues regarding Development QA UAT and live environment access
- Build / Configure Linux systems.
- Assist in the setting of standards for configuration and management of all company servers, including clients Servers.
- Assist development, maintain and document the company system and infrastructure configuration and department procedure manuals
- Give assistance and support to manufacture engineers when rectifying faults with Infrastructure hardware and software systems

Software Installation, support & Licensing:

30%

- Installation and configuration of server operating systems and third party server applications i.e Internet Monitoring and Linux servers.
- Installation and configuration of third party software i.e. Apache tomcat, MySql , Java, Apache, SSL Email software.
- Maintain company software database to ensure compliance to B.S.A and F.A.S.T regulations

Recommendations, Research & Development:

10%

- Assist research and recommend new topologies for the continued growth of the company servers and network infrastructure i.e. DHCP, DNS, and XML etc.
- Research and recommend new software and hardware topologies for resilience, management and growth of company infrastructure i.e. Hardware/Software RAID, Server hardware, Server operating systems, Email and switching etc.
- Research third party goods, suppliers and costing of services
- Document and present the recommendations to Senior IT Engineer and attend meeting with department manager for the approval via relevant channels
- Implement approved recommendations into the company infrastructure
- Assist research and recommend training material and training requirements

Day-to-Day Control: 10%

- Co-ordinate workloads/projects utilising Call-Master / QSM, email and team briefings
- Report to the Senior IT Engineer progress made with workload/projects and any issues that maybe cause for concern