

Job Title: MSTR / Power BI Administrator

Role: Specialist

Experience Required: 4–8 Years

Employment Type: Contract

Location: Pune

No. of Positions: 1

Budget: ₹1.2 Lakhs Per Month (LPM)

Job Objective

We are seeking a skilled and passionate **MSTR / Power BI Administrator** to join our team on a 6-month contractual basis. The selected candidate will be responsible for the implementation, administration, and maintenance of MicroStrategy (MSTR) and Power BI platforms for Allianz. The role involves daily operational support, performance optimization, incident resolution, and platform enhancement.

Key Responsibilities

- Provide administration and operational support for MSTR and Power BI platforms across all operational entities.
- Ensure smooth and efficient Business Analytics operations through platform maintenance and monitoring.
- Manage user, group, and project administration.
- Install, configure, and upgrade MSTR versions including hotfixes and widget installations.
- Automate routine administrative tasks using custom scripts.
- Perform database-related administration activities.
- Configure and maintain web and Tomcat servers.
- Handle license management and renewals.
- Troubleshoot platform and infrastructure-related issues.
- Monitor server logs and performance metrics for MSTR / PBI platforms.
- Provide Level 2 support to users/customers.

- Monitor Linux server activity and conduct platform maintenance.
 - Prepare documentation, maintain task logs, and generate performance reports.
 - Manage incidents, changes, and service requests using ITSM tools like ServiceNow.
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Qualifications & Skills Required

- **Must Have:**
 - Minimum 4 years of hands-on experience in MicroStrategy (MSTR) Administration
 - Strong experience with Linux administration
- **Additional Skills:**
 - Working knowledge of Power BI (PBI)
 - Experience with ITSM tools such as ServiceNow
 - Understanding of infrastructure security principles
 - Basic to intermediate networking knowledge (Routing, IP, TCP)
 - Experience with global delivery models and international clients