



Systems Administrator Information Technology - Operations

Job Description

iJet Technologies, Inc. is executing upon a global strategy to successfully deliver world-class applications and connectivity solutions to the aviation industry.

iJet is seeking a Systems Administrator to provide technical information systems support for internal teams of employees and contractors across all departments

Our Expectations

- Experience installing and supporting Microsoft Windows desktop and laptops using the Office Suite of applications and hosted online services including Share Point
- Experience with administration and operations of Microsoft Windows Server Operating Systems
- Server hardware and problem solving skills, familiarity with HP or other common server hardware including lights-out management, KVM consoles
- Managing printers, scanners & copiers
- Experience maintaining routed IP networks - DHCP, DNS, firewalls, VPNs, Cisco, monitoring
- Performing and automating repeatable processes for computer builds, software delivery & patch management
- Understanding of Active Directory management & Group Policy
- Ability to process user Add/Change/Move/Delete requests and maintain group memberships
- Understanding of ITIL concept of Service Operation
- Support corporate data protection objectives
- Excellent oral and written communication skills
- Excellent troubleshooting and teamwork skills
- Ability to follow established procedures, contribute to knowledge base and support continual process improvement

Qualifications and Requirements

- Associate's degree in Computer Science, related field, equivalent training or certification
- 2-4 years' work experience in call center, help desk or technical service desk environments
- Previous start up environment experience a plus
- Mac, Linux, Cisco & virtualization experience also a plus

Interested candidates should send resume to: jobs@iJetonboard.com.

No calls please.