

**Title of Position:** Assistant DBA/Systems Administrator

**Reporting to:** ICT Operations & Infrastructure Manager

**Office:** SOLAS

**Location:** Block 1, Castleforbes House, House Castleforbes Road, Dublin 1

**Reference:** 407

**Role Summary:**

SOLAS are seeking an Assistant Database and Systems Administrator to join the Operations and Infrastructure team in the IT & Digital Business Unit. This person will be a key member of a small in-house team, with responsibility for supporting the installation, configuration and maintenance of both the SQL and Hyper-V environments.

This position would suit a candidate who is seeking to further their experience and knowledge of both Microsoft SQL Server and Windows server architecture, the successful candidate will have the opportunity to avail of both formal and informal training.

**Key Responsibilities:**

The successful applicant will:

- Support and administer the on-premise Microsoft SQL Server environment; ensure the databases are configured in a secure and consistent manner and that the underlying infrastructure is both reliable and resilient.
- Maintain appropriate levels of security access to databases.
- Support and administration of Hyper-V clustered environment
- Ensure database systems are actively monitored and procedures are in place for dealing with alerts.
- Participate in complex infrastructure projects.
- Produce documentation and operational procedures.
- Provide guidance and share knowledge with other colleagues to improve the efficiencies of the unit.
- Keep up to date with developments in Information Technology.
- Represent SOLAS on committees and at meetings.
- Any other duties which may be specified from time to time.

**Requirements:****Essential**

- QQI/FETAC/HETAC ICT qualification level 7 or above
- Experience in administration of SQL environments.
- Experience of Windows Server Operating Systems.
- Good communication skills, ability to deliver technical content in a clear, concise manner.

**Desirable**

- Experience of deploying and managing server and network monitoring tools.
- Ability to apply analytical skills to evaluate and interpret complex problems using multiple sources of information.
- Experience of Azure Cloud Services.
- Knowledge and experience of Microsoft Windows Hyper-V, in particular deploying images.
- Experience of IIS Application Deployments.

**Work Experience**

- Minimum of 3 years' experience working in an ICT environment, configuring and supporting Windows server infrastructure.

**Personal Skills**

- Candidate must be flexible/adaptable in their approach to work, embrace change and adapt work practices accordingly
- Have a 'can do' attitude
- Be efficient and effective at working and be self-organising
- Good interpersonal skills