

IT Systems Administrator

Position: IT Systems Administrator
Qualification: BEng in Computer Science or similar
Location: Co. Louth

About XOCEAN

XOCEAN is an ocean data company – we collect data for clients ranging from mapping the seabed to monitoring the environment. However, we do this differently, instead of using conventional crewed survey ships, we have developed a marine robotic system known as an Uncrewed Surface Vessel (USV).

Overview

To provide IT support to all business functions and to maintain alignment to ISO 27001 standards.

Main Duties & Responsibilities

Responsibilities will include:

- Administration and User Support for Office 365.
- Administration of Mobile Devices.
- Administration of Microsoft Endpoint Manager
- PC configuration for Office 365 Users and USV Systems.
- Installation, configuration, testing and maintenance of operating systems, application software and system management tools.
- Implementation and Management of:
 - User Authentication Systems
 - System update rollouts
- Assisting R&D Team with development items.
- Performing tests and evaluations of new software and hardware.
- Liaising with vendors and other IT personnel.
- Production of high-quality Standard Operating Procedures (SOPs).
- Provide IT Issue support to all XOCEAN users
- Control stock levels of IT equipment, liaising with appropriate departments, i.e. Procurement and HR
- Organisation of shipping and collection of IT equipment to new and existing employees

Requirements: Essential Skills / Attributes and Experience

- Bachelor's degree in Computer Science or related field.
- 3+ years of experience in computer networks and systems maintenance.
- Proven working experience with Microsoft 365 and IT systems.
- Excellent written and verbal communication skills.
- Strong problem-solving skills.
- Enthusiastic, positive, and proactive nature with a keen attention to detail.
- Excellent interpersonal, communication, presentational and team working skills.

Desirable Experience

- Some working knowledge of Electrical/Control systems.
- Experience with Microsoft Azure Infrastructure or other Cloud Platforms.

Apply

- Applicants must demonstrate how they meet the essential criteria. Desirable criteria may be used for further shortlisting.

- We thank all candidates for their interest, however due to very high volumes, only those who are selected for further consideration, will be contacted directly.
- To be eligible for this position you must have a valid working visa / permit to work in Ireland.
- Closing date for applications is 20 May 2022.
- Please apply online and follow the instructions, or submit your CV to careers@xocean.com.