

Job Description

Position:	Senior IT Systems Administrator
About the Company, and working environment:	<p>CyanConnode is a world leader in narrowband radio frequency (RF) Smart Mesh Networks, headquartered in Cambridge UK, with subsidiaries in India and Sweden.</p> <p>CyanConnode is an equal opportunity employer and we take pride in the diversity of our employees, valuing the special experience and expertise that people from different cultures and backgrounds bring to our business. We are a global organization with employees from many different countries and backgrounds in the UK and India. The ability to develop ground-breaking technologies is one of our key assets and our people make it happen. Open plan office with excellent facilities, adjacent to the world-renowned Science Park in Cambridge, with access to private meeting rooms and private car parking, and hybrid working environment.</p>
Directly reports to:	CFO
Direct Reports	Junior IT Systems Administrator
Regularly interacts with:	All members of Cyan staff and IT suppliers
Primary location:	Cambridge
Travel requirements:	Minimal
Role description:	IT Systems Administrator for the whole Cyanconnode organization in the UK and abroad. Administration and support for O365, Windows 2012/2016 servers, Active Directory, linux/ubuntu servers, WordPress website administration, LAN, WAN,VPN and end user support.
Primary responsibilities will include:	<ul style="list-style-type: none"> • Support for all Unix, Linux and Windows servers, firewalls, databases, email services, cyber security, intranet and external website support, telephone system, LAN, WAN, VPN, internet connectivity, backups, user support for all hardware and software, software licensing, domain name registrations. • Systems administration tasks • Virtualisation : Virtualbox, xenserver • Database Management: Central setup & reorganization - SharePoint Cloud (various services): O365, AWS (EC2, VPC, R53, CF, S3, Lambda, ...); MS Azure • Cloud system user management: LDAP, Azure SSO, opening new accounts, closing leavers account, TLS certificate renewal and installation. • DevOps: Jira/Confluence/JSM Administrator (not system administrator), Gitlab system administration, Gitlab runners, Gitlab AWS integration, Gitlab Kubernetes integration, Ansible playbook authoring and execution, Joint management of Ansible AWX with Cloud Solutions team, Security clearance for UK SMIP project. • Manufacturing support: Installing and operating fleet of manufacturing “MTS” servers; Manufacturing security domain and key management

	<ul style="list-style-type: none"> • Policies and Processes: Continuous improvement of ISO 27001 security policies and ISO 9001 processes • Office network: Monitoring of Wi-Fi service issues and automated repair, server room operator, office move (requirements, implementation etc)
Experience and skills required:	<ul style="list-style-type: none"> • O365 systems administration • Windows and linux server administration • Network support - LAN/WAN/VPN / firewall/switch configuration • Wordpress administration. • Backup / Disaster Recovery • SharePoint administration and organization • Shell and perl scripting, software development • ISO 27001 / 9001 compliance
Qualifications	<ul style="list-style-type: none"> • Bachelor's Degree in CS/IT/ Diploma Holder • Industry recognised certifications
Personal attributes:	<ul style="list-style-type: none"> • Strong oral and written communication skills • Strong interpersonal skills • Critical thinking skills • Strategic thinking • Work independently • Comfortable working in a dynamic work environment • Cooperative outlook and approachable personality • Attention to detail
Benefits:	<ul style="list-style-type: none"> • 25 days annual leave • Private health insurance plan (currently BUPA) • Pension scheme with employer contributions • Life cover (3 x salary) • Share options
Date document compiled:	April 2023

This Job Description, along with any set yearly objectives, form the basis of the position and will be used to manage the employee who carries out the role. In addition or as an alternative to the 'normal' responsibilities as described, the employee may from time-to-time be required to undertake, on a temporary or regular basis, additional duties within their capabilities as the needs of the Company's business may require.



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