



Position: Server Engineer

Experience working for financial companies.

Experience working with Lotus Notes is preferred.

Daily Responsibilities:

General

- Troubleshoot and resolve issues assigned via Help desk.
- Provide day to day administration and maintenance of the related production and Disaster recovery servers and appliances.
 - Server maintenance windows / Hot-fixes / Patches.
 - Backup, Replication, and Archiving.
- Logging and Reporting.

- Installation, configuration and testing of new server and appliance deployments, typically for projects.
- Project coordination of projects lead by or involving the server infrastructure, including project documentation
- Planning and participation in the Disaster Recovery and Business Continuity processes.
- Research and development in the adoption of new technologies including technical documentation
- Overall system documentation and procedures maintenance
- Support the development server environment in the testing and roll-out of custom applications.
- System monitoring and maintenance of the server components within the monitoring software.
- Capacity planning of hardware and software resources.
- Stand-by off hours support during the week.
- Weekend off hours checkup support.
- Hardware and software inventory management.

2) Administrative

- Proper use and maintenance of the help desk system software including asset management.
- Proper use and maintenance of the Production Release System
- Proper use and maintenance of the Trouble Record System
- Weekly management meetings and reporting on primary or secondary duty assignment as well as projects.
- Participation in the monthly and quarterly performance reporting to upper management.

3) Policy

- Enforce and adhere to PC Server Administration manuals and handbooks.
- Enforce and adhere all of compliance related policies and procedures.

4) Technical Skills Required

- Ability to install, administer and troubleshoot MS Windows servers and the Active Directory environment
- Specialized ability to install, administer and troubleshoot the virtual and shared environment such as VMware and Citrix technologies.
- Ability to install, administer and troubleshoot server based antivirus, tape and image backup.
- Ability to troubleshoot desktop and desktop client connectivity to the server / appliance environment.
- Specialized ability to install, administer the Lotus Notes email system, enterprise archiving and clustering solutions.
- Basic understanding of how to troubleshoot network connectivity and application connectivity related issues.

Required Experience:

IT Field (Preferably with a financial company) 5+ years experience.

Required:

- o Proficiency in Windows Intel server installation, administration and support.
- o Microsoft Certified System Engineer certification or equivalent knowledge required.

Nice to Haves:

- o Experience with the VMware, Citrix, HP Clustering and Lotus Notes Environments are a plus.
- o Previous history of Desktop Support prior to the 5+ years of server support is also preferred.
- o BS Degree in a technology related field preferred.
- o Not less than two years hands on experience with VMware ESXi 4.1/ 5.0,5.1
- o Robust Hands on experience with Citrix XenApps, Citrix Xen Desktop, Citrix Netscaler
- o Not less than two years hands on experience with Blade technology (HP blades) and iSCSI storage area network
- o Experience with Virtual desktop Infrastructure technology based on Citrix and VMware solutions
- o Ability to install, administer and troubleshoot MS Windows servers and the Active Directory 2008/2012 environment
- o Ability to install, administer the Lotus Notes email system, enterprise archiving and clustering solutions is a plus

EMAIL A RESUME WITH CONTACT INFORMATION TO:

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