



METRO EXPRESS LIMITED

Vacancy – Post of Systems Administrator

The **Metro Express Limited (MEL)** is a registered Mauritian Company wholly owned by the Government of Mauritius and the Company is responsible for the developing, financing, constructing, operating and managing the Metro Express Light Rail System in Mauritius.

We are looking for a **Systems Administrator** who is motivated to combine the art of infrastructure with the art of programming reporting directly to the IT Manager. You will be experienced in the firewall and networking configurations required to run a secure, high-availability, customer-facing, cloud-based web application.

Whilst technical ability is crucial to the role, you will be inquisitive self-starter, want to be intellectually-stimulated, and be driven to continuously improve, and we expect you to have a solid understanding of web deployment as well as to be comfortable talking about infrastructure design and architecture. If you can confidently demonstrate that you meet the criteria we are looking for, please send us your application.

A. Qualifications

Candidates shall have the following attributes:

- a) Possess a relevant bachelor's degree in Engineering/Information Technology/Systems Administration or a closely related field from a recognised University or an equivalent qualification acceptable to the Board of MEL;
- b) A minimum of 3 to 5 years' proven post qualification experience in developing and implementing IT strategy and plans;
- c) Experience on Microsoft Azure and Office 365;
- d) Experience on databases like IBM DB2, MYSQL and Oracle databases;
- e) Experience on maintaining on Active Directory, AD connect and exchange;
- f) Any additional relevant systems administration and IT certifications (Linux, Microsoft, Allied Telesis and Cisco – CISSP/CCNA/CCNP) will be considered an advantage;
- g) Good working knowledge of virtualisation, VMWare, or equivalent;
- h) Good working knowledge of SQL and PLSQL for report writing;
- i) Excellent knowledge of best practices in implementing and effectively developing helpdesk and IT operations best practices; including expert knowledge of systems, network, security, storage, data protection, and disaster recovery protocols;
- j) Experience with scripting and automation tools with strong interpersonal skills to assist non-technical individuals with complex technical issues, creative problem-solving skills, and ability to adapt and cope with fast-paced environment;
- k) Possess good communication skills (both verbal and written), organisational skills and be available to work outside normal hours whenever required.

B. Areas of Work

1. Application Management
2. Server Administration and Management
3. Database Administration and Management
4. Backup and Restore Management
5. Storage Management (SAN)
6. Patch Deployment
7. Cluster/High Availability Management
8. Business Continuity and Disaster Recovery Management
9. Server Security
10. Database Security
11. User Technical Support
12. IT project

C. Duties

The incumbent shall be in-charge of the following:

1. Create and maintain active directory and exchange systems;
2. Installation, configuration and proactively monitoring of servers and databases – including backup configuration and patch management;
3. Installation and configuration of applications;
4. Installation, configuration and monitoring of cluster systems with High Availability;
5. Carry out maintenance activities on servers, databases and other IT equipment;
6. Hardening of servers, databases and applications;
7. Ensure proper backup, restoring, testing and monitoring of systems;
8. Provide swift resolution front-line primary technical support to end users on technical issues and problems;
9. Ensure proper deliverables as per defined scope in a timely basis by assuring quality;
10. Responsible for responding to, documenting and resolving service tickets in a timely manner according to SLAs;
11. Administrative tasks such SLA renewal and follow up with suppliers/vendors;
12. Perform root cause analysis, develop checklists for typical problems and recommend procedures and controls for problem prevention;
13. Checking of error logs and remediating the problems encountered by servers, databases and applications;
14. Conduct internal audits, vulnerability assessments and taking remedial actions;
15. Monitor Disaster Recovery servers and databases to ensure optimal performance when DR switch happens/during DR testing;
16. Own projects, solutions and key responsibilities within a larger business initiative;
17. Handle business-critical IT tasks and systems that provide commercial advantage in a global marketplace;
18. Provide reports to the line management; and
19. Perform any other tasks and related duties as assigned.

D. Pay Package

Salary is negotiable based on qualifications and experience.

E. Mode of Application

1. Application can be made either online or via post.
 - i) Application Form can be downloaded from MEL website:
<https://www.mauritiusmetroexpress.mu/job-vacancies/>

Application Form together with scanned copies of academic qualifications to be emailed to career@metroexpressltd.org
 - ii) Alternatively, Application Form together with photocopies of academic qualifications should be addressed to the Human Resource Manager, Metro Express Limited, Level 3, SICOM Tower, Wall Street, Ebène 72201.
 - iii) Please ensure that the envelope or the title of the email should be clearly marked **“Systems Administrator”**.
2. Closing date is **not later than Tuesday, 3 November 2020**.
3. Application received after the closing date and any incomplete application without duly filled/signed Application Form will not be considered.

MEL reserves the right not to fill any vacancy following this advertisement and to call for interview only the best qualified candidates.

Date: 13 October 2020