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**Ref. 58/2021**

**Code:**

**Project:**

**Area: Economic**

**Area leader: Sr. Jaume Marfà Sánchez**

**Group: IT Services**

**Group leader: Sr. Jaume Marfà Sánchez**

### **Systems Administrator**

IREC is looking for a informatics to IT Services to join at his team of IT as Systems Administrator.

The Systems Administrator will be involved in different tasks and activities directly oriented to the maintenance, consecution, elaboration and support of IT net, and she/he will report to the Management and Finance Director

This professional must have experience in IT systems administrator activities. Specialization on the energy sector will be a plus. The candidate should have capacity to work in a team, flexibility and sense of innovation. Communicative, initiative and problem solving skills would be valuable.

### **Requirements:**

#### **Essential:**

- Higher Degree Training Cycle Telecommunications and Computer Science
- Experience as IT Manager.
- Experience in helpdesk service with user support
- Fluent in Spanish, Catalan and English.
- High proficiency Experience with physical infrastructure, Servers, Switches, NAS, VPN.
- Management and configuration of mobile devices
- Experience in warranty management, RMAs, suppliers, purchasing of material, IT warehouse stock management, Inventory management of IT equipment and Management of domain and hosting purchases
- High proficiency in MS Office tools (Excel, Word, PowerPoint).

#### **Advantageous:**

- Knowledge of Fortinet Firewall.
- Management of Wordpress web backups
- DNS management of the different web projects

- HTML and CSS knowledge
- Deep understanding of energy sector and technologies
- Proven experience in scientific and technology research institutions in the field of energy (advanced materials for energy, renewable energies, smart grids, energy efficiency, etc.)

*Personal Skills:*

- Self-motivated and open-minded
- Good communication skills
- Team Worker.
- Results-oriented.
- Analytical and synthesis capabilities.
- Negotiation skills

**Salary:**

Salaries will be paid in accordance with the IREC's salary policy, depending on the candidate's qualification and professional experience and Interim Contract.

Send applications by email directly to [irecjobs@irec.cat](mailto:irecjobs@irec.cat) indicate **"Ref.58/2021"** in the subject including:

- A motivation letter with reasons for applying, relevant experience, qualifications and value proposition related to the vacancy
- Curriculum vitae with personal, academic and professional data.

Deadline for applications: October 17th 2021