

IT Administrator Ref No. IT

Responsibilities

- Providing end user support: processing and completing internal clients' requests for software and hardware problems at workstation, conference, telephone communications, network, printers, copying machines, etc.
- Troubleshooting and solving hardware and software problems.
- Performing routine maintenance of service, including installations of software and hardware upgrades and configuration changes
- Monitoring and managing network servers, WAN and LAN network devices
- Administrating and maintaining servers operating under various software and hardware platforms (Windows, Linux, Squid, IIS)
- Maintaining Public Branch Exchange, LAN for telephony and telephone devices

Requirements

- University Degree in Computer Science or equivalent;
- Minimum 2 years of experience in IT administration
- Excellent knowledge of Windows, Backup, Unix, Linux, Network/TCP IP, Security, Antivirus and Firewall
- Very good written and spoken English
- Customer oriented and result-driven personality
- Related IT certificates will be considered an advantage

We offer

- A unique opportunity to join an international company, a global leader in the IT industry
- Friendly working environment in a team of highly motivated professionals
- Chance to work in a cutting-edge technology environment
- Flexible working schedule
- Competitive benefits package

Please send a detailed CV in English, quoting the Ref. No. of the position you are applying for to e-mail: Careers.Bulgaria@sap.com. Only short-listed candidates will be contacted.

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