

Systems Administrator

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Systems Administrator, Information Technology Department

Date:	31 st October 2019
Location:	Bloom House, Gloucester Square, Dublin 1
The Role:	Systems Administrator, reporting to the Head of Information Technology (IT)
Job Function Keywords:	Information Technology, Information Security
Employment Type:	Full Time & Permanent
Company Industry:	Financial Services – Asset Finance
Company Description:	First Citizen Finance ("First Citizen") is a leading provider of Retail Financial Services in Ireland, based in Dublin with nationwide coverage. First Citizen specialises in full life cycle loan origination and servicing to some of Ireland's and Europe's largest financial institutions.

Job Description:	<p>The successful candidate will join the IT team providing end user support for local and remote users. Responsibilities will include –</p> <ul style="list-style-type: none">• Application support• New user setup and onboarding• Deployment and maintenance of Windows 10 Desktops / Surface tablets• Day to day management of the Service Desk ticketing system• Mobile device administration• Support of general office IT infrastructure (printing, phones, boardroom tech etc.)• Citrix / VMware / Exchange administration• Management of hardware inventory
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Reporting to the Head of IT, this role will provide access and exposure to all departments and levels of a growing organisation. The ideal candidate must have a customer focussed approach to service delivery with excellent communication and interpersonal skills, good at problem solving and thinking laterally as part of a team, or individually, to meet the needs of the business.

Job Skills & Requirements:	<p>The ideal candidate will possess the following skills and knowledge:</p> <ul style="list-style-type: none">• End User and Desktop support experience• Be proficient in Windows Server and Desktop imaging• Be familiar with ITIL concepts / Mobile Iron MDM / Citrix / Unix and Database administration• Be quality focussed, organised and adaptable to change• Can demonstrate an ability to plan & prioritise ones work• Be efficient, with good attention to detail• Have a positive, enthusiastic, can-do attitude• Provide quality customer service and demonstrate flexibility in dealing with internal clients / suppliers
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A competitive remuneration and benefits package will be offered to the successful candidate. Please contact Mr. Michael Conlon, Head of HR, First Citizen Finance, Gloucester Square, Dublin 1.

Email: michael.conlon@firstcitizen.ie

Closing Date for Applications: Friday, 29th November 2019