

## JOB DESCRIPTION

<b>Job title:</b>	Senior Infrastructure Engineer.
<b>Department:</b>	IT Infrastructure.
<b>Location:</b>	Beaconsfield.
<b>Working hours:</b>	9.30am to 6pm Monday to Friday.
<b>Reporting to:</b>	Head of IT
<b>Direct reports:</b>	N/A.
<b>Main purpose(s) of job:</b>	<p>The Senior Infrastructure Engineer is responsible and accountable for the smooth running of Sargent-Disc's computer systems within the limits of requirements, specifications, costs and timelines.</p> <p>This is a hands-on role with responsibility for the implementation and maintenance of the company's computing needs.</p> <p>The role requires proven skills, professional experience and a detailed knowledge of industry's best practice processes.</p>
<b>Main tasks and duties:</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Manage internal and external information technology and computer systems including:             <ul style="list-style-type: none"> <li>○ RHEL / CentOS Linux Servers (SAMBA / Apache / Wildfly).</li> <li>○ MySQL ,MSSQL and Postgres databases.</li> <li>○ iSCSI SAN Technologies.</li> <li>○ Clustered virtualized environment (based on Xenserver or Xcp-ng).</li> <li>○ Splunk Logserver.</li> <li>○ System monitoring.</li> <li>○ Network configuration and management.</li> <li>○ Firewall configuration and management.</li> <li>○ Container based infrastructure (Docker / Kubernetes).</li> <li>○ Look after Cloud based environments (AWS)</li> <li>○ Microsoft AD and Remote Desktop Services (W2019).</li> <li>○ IP Based PBX and phone system.</li> <li>○ Mailserver (M365/Exchange)</li> </ul> </li> <li>• Maintain the company's DR infrastructure including performing scheduled testing.</li> <li>• Monitoring of key systems to ensure availability and capacity requirements are met so that the business can perform in an efficient manner.</li> <li>• Be responsible for the scheduling and prioritisation of I&amp;O tasks and the allocation of resources to complete those tasks within given timescales.</li> <li>• Work closely with the Head of IT, C.I.S.O. and Directors to develop, implement and coordinate systems and procedures.</li> <li>• Ensure systems and procedures conform to the company security policies including security of data, network access and backup systems.</li> </ul>

	<ul style="list-style-type: none"> <li>• Audit systems to identify problematic areas and implement strategic solutions in time.</li> <li>• Ensure systems are available to meet company Service Level Agreements.</li> <li>• Be available to troubleshoot / rectify any issues that affect the ability of the company to adhere to their SLA's out of std working hours where necessary.</li> <li>• Experience of Bash scripting</li> </ul> <p>This list is not exhaustive, and other duties may be required commensurate with this position as roles evolve.</p>
<p><b>Person Specification:</b></p>	<ul style="list-style-type: none"> <li>• Proven working experience or relevant experience</li> <li>• Excellent knowledge of technical management, information analysis and of computer hardware/software systems.</li> <li>• Experience with the systems detailed above.</li> <li>• Hands-on experience with computer networks, network administration and network installation</li> <li>• Ability to support/manage personnel – experience of managing teams / supervisory responsibilities.</li> <li>• Relevant professional qualifications</li> <li>• ITIL experience.</li> <li>• Team focused; motivated; innovative; diligent.</li> <li>• Enjoys working in a fast-paced and time pressured environment.</li> <li>• Exceptional organisational skills.</li> <li>• Pays strong attention to detail.</li> <li>• Excellent time management and communication skills.</li> </ul>