System Admin Engineer

- **Vacancy for:** 1
- **Posted on:** Dec. 5, 2018
- **Deadline:** Dec. 23, 2018, 11:55 p.m.

Basic Job Information

Job Category	: IT & Telecommunication
Job Level	: Mid Level
Employment Type	: Full Time
Job Location	: Kamaladi, Kathmandu
Offered Salary	: Negotiable

Job Specification

Education Level	: Higher Secondary (+2/A Levels/Ib)
Experience Required	: Equal to 1 year

Other Specification

- Intermediate Level or above and training in the related field
- CTEVT diploma equivalent to intermediate level
- Preferably 1 year of experience in the related field

Required skills/Competencies:

- Preference will be given to candidate with Chip Level training for Laptop/Desktop other electronic equipment repairs
- Experience with networking knowledge (OSI network layers, TCP/IP, Subnetting)
- Ability to quickly understand and work with new technologies
- Ability to work in a team environment to learn things quickly and pick up new skills with minimal guidance and supervision
- Sound knowledge of hardware and software troubleshooting. Chip-level knowledge preferred
- Knowledge of virtualization and containerization (e.g., VMware, Virtual Box, Vagrant)
- Knowledge of scripting skills (e.g., shell scripts, Perl, Ruby, Python)
- Good communication, learning skills, and effective team player
- Strong analytical skills and the ability to pay careful attention to detail/s
- Fun, positive attitude and a healthy desire for collaboration
- Pride in your work and a strong sense of responsibility
- Must be outgoing, energetic and dynamic

Job Description

- Assist to liaise with vendors and other IT personnel for problem resolution
- Deliver high-quality engineering support to office staffs and assist in company events
- In-house maintenance/repair of Laptop, Desktop, and other electronic equipment
- Provide 2nd and 3rd level support
- Install, configure, test and maintain operating systems, application software and system management tools
- Monitor and test application performance for potential bottlenecks, identify possible solutions and work with developers to implement those fixes
- Proactively ensure the highest levels of systems and infrastructure availability
- Maintain security, software backups, and assist in preparing redundancy strategies
- Write and maintain custom scripts to increase system efficiency and lower the human intervention time on any tasks
- Manage and monitor all installed systems and infrastructure
- Perform R&D work on any given task related to their duties and responsibilities
- Prepare for technical training to coworkers and office staffs

- Prepare and validate various reports related to day-to-day tasks, incident report, monthly reports and all other technical documentation as assigned in due time
- Submit daily job reports, other reports in due time
- Ability to work under tight time constraints with dynamic requirements
- Willing to work during odd working hours
- Participate in the design of information and operational support systems
- Perform all other technical and documentation duties as assigned

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Applying Procedure

Interested candidates must send curriculum vitae with application letter in **hr@fusemachines.com**

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