

**Center for Career Placement & Alumni**  
*Graduate Placement Services (GPS)*

**JOB VACANCY FORM<sup>®</sup>**

**IMPORTANT:** The information presented in this document can be shared only internally at UAE University!

**Job Reference No.:** JV584

**Company Name:** Abu Dhabi Securities Exchange

**Company Type:** Semi-Government



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| <b>Job Position/Title:</b>        | Technical Support Engineer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Academic Major:</b>      | All IT Majors                               |
| <b>Salary Range:</b>              | 31,000 AED                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Years of Experience:</b> | Fresh Graduate or 1 - 2 years of experience |
| <b>Job Location:</b>              | Abu Dhabi                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Job Type:</b>            | Full-time                                   |
| <b>Nationality:</b>               | UAE Nationals                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Gender:</b>              | Both                                        |
| <b>Job Description:</b>           | <ul style="list-style-type: none"> <li>Carrie out overnight back-up procedures for all internal systems and stores the back-ups in the designated secure areas.</li> <li>Form suggestions to line manager where training in the use of ADX hardware or software packages would be beneficial.</li> <li>Assist in developing, organizing and carrying out group and individual training for ADX staff in basic computer applications.</li> <li>Researches available external computer training for more specialized software packages and suggests the most suitable provider in line with identified user needs.</li> <li>Maintain operations by following policies and procedures.</li> <li>Protects operations by keeping information confidential.</li> <li>Apply the methodology of ITIL &amp; ISO27001 with your daily operations.</li> <li>Maintain and control all ADX server rooms.</li> <li>Performs any other task of duties as may be required by line manager.</li> </ul> |                             |                                             |
| <b>Minimum Qualifications:</b>    | <ul style="list-style-type: none"> <li>Bachelor Degree.</li> <li>Multi-tasking.</li> <li>Problem solving skill.</li> <li>Communication skills.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                             |                                             |
| <b>No. of Positions Required:</b> | 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                             |                                             |
| <b>Job Close Date:</b>            | Open Until Filled                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                             |                                             |

**To Apply, UAEU Graduates/Alumni should send their CVs to:**

**Job@adx.ae**

**JOB NAVIGATOR**

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