

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

JOB VACANCY FORM[®]

Job Reference No.: JV920

Company Name: Government Organization through Tiro International

Company Type: Private

**TIRO
INTL.**

Job Position/Title:	IT System Administrator	Academic Major:	All IT Majors
Salary Range:	30,000 - 32,000 AED	Years of Experience:	Fresh Graduate
Job Location:	Abu Dhabi	Job Type:	Full-time
Nationality:	UAE National with Family book	Gender:	Both
Job Description:	Job Responsibilities: - Assist Manager in formulating the annual budget by providing required information for trading systems. - Assist Manager to amend and review IT policies and procedures relevant to their role. - Manage IT systems administration projects based on business requirements. - Carry out back-ups and ensures back-up tapes are safely stored in accordance with policies and procedures. - Ensure that disaster recovery back-ups are kept in a secure environment away from the corporate office. - Inform line manager immediately of any problems or error messages that occur within systems and applications. - Monitor the trading system constantly during the trading period in order to rectify any system or application failures to broker terminals or other malfunctions and reports problems in line with procedures to the Technical Support function for follow-up. - Produce systems related reports and statistics in an accurate and timely manner as requested by line manager. - Apply upgrades and system fixes as required by the business following IT policies and procedures. - Follow operating procedures for the systems as detailed in the software suppliers manuals, such ITIL procedures. - Apply upgrades and system fixes as required by the business following IT policies and procedures. - Analyze, define and implement information security requirements and solutions. - Provide solutions and recommendations to end users, Brokers and Internal staff. - Monitor all X-Stream and Equator interfaces. - Evaluate vendor proposals, provide technical recommendations and review the IT supplier contracts. - Monitor and administer the operation to the Shadow servers and DR site.		
Minimum Qualifications:	- Must have Bachelor's Degree or equivalent in one of the following majors: - Information Technology - Computer Science - Computer Engineering or related field.		

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	- Must have sound knowledge in Unix Operating Systems, IBM series Specialist and Linux. - Excellent verbal and written communication skills in Arabic and English.
No. of Positions Required:	3
Job Close Date:	18th February 2016

هام: المعلومات الواردة في هذا النموذج هي فقط لطلبة وخريجي جامعة الإمارات العربية المتحدة ولا يحق نشرها أو تداولها خارج نطاق الجامعة
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To Apply, UAEU Graduates/Alumni should send their CVs to:
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