# Job Specification: Systems administrator

**Role:** Systems administrator
**Location:** Brixton, London
**Start date:** ASAP
**Salary:** To £35,000 depending on experience

## Summary

We are looking for an experienced systems administrator to manage our cloud and internal infrastructure. You will be responsible for day-to-day management, monitoring and maintenance of our production, staging, testing and development environments, ensuring that SLAs are met. This would be an ideal second job for someone looking to make the step-up from a junior role, or a bright enthusiast with some relevant experience wanting to extend their skills in systems administration.

## Responsibilities

The successful candidate will be responsible for:

- Monitoring and maintaining our systems, including some out of hours work
- Designing and configuring appropriate infrastructure for new systems
- Optimising environments and exploring cost-saving opportunities
- Managing basic internal infrastructures such as networks, computers, printers and internal servers
- Generating monthly performance reports
- Making recommendations to the software developers and product managers

## Skills

Our production and staging systems are hosted on Amazon AWS using a variety of services. Knowledge of and experience with AWS would be of huge benefit. The following skills are essential:

- Linux server management/Apache (Ubuntu, Debian, Amazon Linux)
- Windows server management/IIS
- Database administration (SQL Server, MySQL)
- System monitoring via tools such as Nagios and New Relic
- Good knowledge of Internet protocols (DNS, DHCP, HTTP, SMTP)
- Good knowledge of networking and security principles and best practices
- Load balancers and auto-scaling
- Installation/renewal of SSL certificates
- Log monitoring and analysis
- Mail server administration

Some of the following skills would be beneficial:

- Cloud platforms such as Amazon AWS
- Scripting (Bash, Batch, Python)
- Continuous integration (e.g. Jenkins)
- PostgreSQL
- Apache Lucene/(AWS) Elasticsearch
- Windows desktop installation and management
- Apache Tomcat
- CDNs
- Implementing and testing efficient backup and restore processes
- GeoServer
- Nginx
- ACME protocol (preferably Let's Encrypt)
- Some use of source control (e.g. Git, SVN)

## Application and timescales

To apply, please email your CV with a covering letter to [ross.davis@porism.com](mailto:ross.davis@porism.com) with the subject "Job application: systems administrator".

We will start reviewing, short-listing and interviewing as soon as we start receiving applications. Ideally, we would like the successful candidate to start before the end of the year to allow for a structured handover, however we can wait for the right candidate.

## About Porism

Porism is a software company based in Brixton, London. For over 20 years we've been developing software for the public and private sector, and these days we focus mostly on cloud-hosted software for the public sector. Our team consists of a mix of programmers, product managers, testers, user support, and admin positions.

We operate from serviced offices just minutes from Brixton high street, Tube and overground stations.

We take equal opportunities seriously and are pleased to have found that over the years the company has attracted a very diverse team of people who mix well and draw on each other's strengths.

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