

Job Opportunity

Post	System Administrator	Reference	Tradenet-HR/J/2024/10
Location	Male'		
No of positions	1		
Employment Type	Contractual		
Term of Employment	The duration of the assignment is 1 (one) year from the commencement of work. Contract may be extended after performance analysis at the end of the term.		
Remuneration	Based on qualifications and experience		
Scope of Work	<p>The National Single Window project serves as a centralized platform where businesses and individuals can electronically submit all import, export, and transit related documents. By eliminating the need to interact with multiple entities and reducing paperwork, it streamlines customs clearance and significantly enhances trade efficiency.</p> <p>The successful candidate will play a key role in maintaining and optimizing our server infrastructure and database systems. This position offers an excellent opportunity for professional growth and hands-on experience in network and system administration.</p>		
Qualification & Experience	<ul style="list-style-type: none"> ▪ Bachelor's degree in computer science, Information Technology, or a related field with 3+ years of experience. ▪ Basic understanding of networking concepts and protocols (TCP/IP, DNS, DHCP). ▪ Familiarity with Windows and Linux operating systems. ▪ Strong problem-solving and troubleshooting skills. ▪ Effective communication and interpersonal skills. ▪ Experience with server virtualization technologies (VMware, Hyper-V). ▪ Experience with database administration tools (e.g., MySQL, SQL Server). 		
Desirable Skills	<ul style="list-style-type: none"> ▪ Basic scripting skills (e.g., PowerShell, Bash). ▪ Familiarity with cloud-based services (AWS, Azure, GCP). ▪ Relevant certifications (Microsoft Certified: Azure Fundamentals, CompTIA Linux+ etc.) 		
Responsibilities	<ul style="list-style-type: none"> ▪ System and Database Administration: Assist in the installation, configuration, and maintenance of servers, systems and databases and perform routine tasks such as backups, updates, and security patching. ▪ Monitoring and Incident Response: Implement monitoring solutions to track system health and performance. Respond to incidents, troubleshoot issues, and ensure timely resolution. ▪ User Support: Provide technical support to end-users for servers and system-related issues. Collaborate with the helpdesk team to address and resolve user-reported issues. ▪ Performance Optimization: Identify and resolve performance bottlenecks. Implement strategies to enhance system performance and efficiency. ▪ Documentation: Maintain accurate and up-to-date documentation of network and system configurations and procedures. Create and update knowledge base articles for common issues and solutions. ▪ Collaboration: Work closely with other teams to ensure seamless integration of network and system components. 		

Interested applicants are requested to email us your applications with the following documents before 1600hrs on 27th June 2024 to careers@tradenet.com.mv

- Completed Job Application Form (attached)
- Passport Size Photo (Digital Copy)
- Scan of National ID card
- CV
- Scans of educational certificates
- Employment reference letters
- Valid Police Report

Kindly note that only shortlisted candidates will be contacted for an interview.