



Applications are invited from suitably qualified candidates for the following position

**IT Systems Administrator  
Professional 4  
Information Systems Services (ISS)  
Permanent Contract**

**Dublin City University**

Dublin City University (DCU) is a leading innovative European University. It is proud to be one of the world's leading Young Universities and is among the world's top 2% globally. DCU is known as Ireland's University of Impact, with a mission to 'transform lives and societies' and focuses on addressing global challenges in collaboration with key national and international partners and stakeholders.

DCU has over 20,000 students in five faculties spread across three academic campuses in the Glasnevin-Drumcondra area of North Dublin. Thanks to its innovative approach to teaching and learning, the University offers a 'transformative student experience' that helps to develop highly sought-after graduates. DCU is currently No. 1 in Ireland for Graduate Employment Rate, and for graduate income (CSO).

DCU is a research-intensive University and is home to a number of SFI-funded Research Centres. The University participates in a range of European and international research partnerships. DCU is also the leading Irish university in the area of technology transfer as reflected by licensing of intellectual property.

As a 'People First' institution, DCU is committed to Equality, Diversity and Inclusion - a University that helps staff and students to thrive. The University is a leader in terms of its work to increase access to education, and is placed in the world's Top 10 for reducing inequalities in the Times Higher Education Impact Rankings.

**Overview of the department**

Information Systems Services (ISS) Department is a central support unit responsible for providing a complete ICT service to the university's various schools, units, research centres and campus companies. In addition to working closely with all stakeholders across DCU to ensure quality service delivery, ISS is responsible for the university's extensive ICT infrastructure estate servicing our three academic campuses. For further information, please visit <https://www.dcu.ie/iss/>

## **Role Profile**

Reporting to the IT Operations manager, the IT Systems Administrator will work within the ISS Department as part of a multidisciplinary team playing an important role in the management of systems, services and devices across the University. The post holder will be part of a dynamic department with multifaceted teams including Engineering and Innovation, Project and Business Support, IT Operations and Service Delivery.

## **Duties and Responsibilities**

Please refer to the job description for a list of duties and responsibilities associated with this role.

## **Qualifications and Experience**

The ideal candidate will have:

- A Primary Degree (or equivalent) in Information Technology, Computer Science or other relevant field
- At least 3 years' experience working in a challenging IT environment including experience with ICT administration
- Additional experience or relevant professional qualifications would be advantageous
- Must have had previous responsibility in a complex ICT environment
- Experience in the development and provision of device management services/solutions such as Microsoft SCCM / InTune
- Understanding of the following OSes: Windows, Mac OS and Linux operating systems
- Active Directory / Azure AD knowledge
- Endpoint management and protection such as McAfee ATP or Microsoft Defender Endpoint
- OS / Infrastructure scripting skills with Powershell or Python
- Knowledge of Cybersecurity technologies and concepts
- Ability to work well within a professional, multi-disciplined IT team and contribute to the continual enhanced of the services delivered by the team
- Flexibility and the ability to anticipate and provide solutions as required
- Excellent Analytical skills and Problem solving abilities
- Excellent communication and interpersonal skills

## **Essential Training**

The postholder will be required to undertake the following essential compliance training: Orientation, Health & Safety and Data Protection (GDPR). Other training may need to be undertaken when required.

## **Salary Scale:**

Professional 4 - €39,939.00- €59,306.00

Appointment will be commensurate with qualifications and experience and in line with current Government pay policy

**Closing date:** 29<sup>th</sup> March 2023

**For more information on DCU and benefits, please visit [Why work at DCU?](#)**

**Informal Enquiries in relation to this role should be directed to:**

Mr Gary Conway, Operations Manager, Information Systems Services, Dublin City University.

Email: [gary.conway@dcu.ie](mailto:gary.conway@dcu.ie)

Please do not send applications to this email address, instead apply as described below.

**Application Procedure:**

Application forms are available from the DCU Current Vacancies website at

<https://www.dcu.ie/hr/vacancies-current-vacancies-external-applicants>

Applications should be submitted by e-mail with your completed application form to

[hr.applications@dcu.ie](mailto:hr.applications@dcu.ie)

**Please clearly state the role that you are applying for in your application and email subject line:**

**Job Ref #BC221105 IT Systems Administrator**

*Dublin City University is an equal opportunities employer.*

*In line with the Employment Equality Acts 1998 – 2015, the University is committed to equality of treatment for all those who engage with its recruitment, selection and appointment processes.*

*The University's Athena SWAN Bronze Award signifies the University's commitment to promoting gender equality and addressing any gender pay gaps. Information on a range of university policies aimed at creating a supportive and flexible work environment are available in the [DCU Policy Starter Packs](#)*