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JOB	VACANCY
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A leading company in KSA is seeking to recruit the following

System Administrator

Responsibilities :

- Manage virtual and physical servers with Windows operating systems.
- Maintaining and supporting infrastructure cloud environment
- Manage Active Directory, server, and workstation patching and updates.
- Have familiarity with MS SQL server, windows clustering, domain controller setup, and group policies.
- Exposure to troubleshooting network services.
- Ensure the security of the server infrastructure by implementing industry best practices regarding patching and updates.
- Develop and maintain documentation about the current environment setup, standard operating procedures, and disaster recovery plans.
- Manage end user accounts, permissions, access rights, and storage allocations in accordance with company policies.
- Familiar with Firewall configuration.
- Perform and test routine system backups and restores.
- Anticipate, mitigate, identify, troubleshoot, and correct hardware and software issues on servers, applications, and networks.
- Practice server asset management, including maintenance of server component inventory and related documentation.
- Recommend, schedule, and perform software and hardware upgrades, patches, and reconfigurations.
- Manage vendors, outsourcers, and contractors to secure software products and services.
- Manage the physical environment of the server racks including cable management, documentation, and environmental monitoring.
- Build and deploy new servers on the network as needed.
- Have familiarity with NAS and SAN storage management.
- Other duties may be assigned by his direct manager related to the IT field.
- Support the other IT engineers with Helpdesk tasks and end-user support.
- Travel to different branches inside Saudi Arabia to complete IT tasks.
- Availability outside of working hours to resolve emergency issues promptly.

Requirements:

- Bachelor's degree in information technology, computer science, or similar preferred.
- Have +4 years of experience
- Great organizational and time management skills.
- Exceptional interpersonal, collaboration, and communication abilities.
- Excellent analytical and problem-solving skills.
- Ability to prioritize a wide range of workloads with critical deadlines.
- Microsoft MCSE certification or similar is a plus.

ERP Specialist

Responsibilities:

- Establishing ERP needs via business process analysis and consultation.
- Analyzing existing infrastructure and performing IT system enhancements.
- Writing customized programs and scripts, as well as configuring ERP applications.
- Developing user-friendly functionalities and interfaces.
- Installing ERP software and ensuring seamless integration with IT systems.
- Performing diagnostic tests and resolving issues to optimize performance.
- Providing technical support and training ERP end-users.
- Preparing development progress updates and documenting ERP processes.
- Adhering to company policies and industry regulations.
- Keeping abreast of the latest ERP upgrades and offerings.
- Exposure to the troubleshooting ERP system.
- Other duties may be assigned by his direct manager related to the IT and ERP field.
- Travel to different branches inside Saudi Arabia.

Requirements:

- Bachelor's degree in information technology, computer science, or similar preferred.
- Deep experience in ERP business process integration.
- Experienced in ERP Microsoft 365 is a plus.
- Have +3 years of experience as an ERP specialist in a related industry.
- In-depth knowledge of ERP development tools, coding languages, and business processes.
- Great organizational and time management skills.
- Exceptional interpersonal, collaboration, and communication abilities.

