

Job Opening: Systems Administrator

Centre for Development Economics, Delhi

Qualifications: Graduate with diploma in computer hardware and networking or Diploma in Computer Engineering or equivalent. B. Tech. Computer Engineering / MCA will also be considered. Mathematics up to Senior Secondary is a must. More details below.

Salary: Based on qualifications and experience. It includes medical insurance and leave benefits.

Required Experience

At least **3 years** in a similar role.

Excellent Communication

The applicant must be able to communicate effectively in English with non-technical members of staff both verbally and in written form (email), offer simple and efficient IT solutions to common problems, be a good listener with empathy for people's complaints and be solution focused and action oriented.

Fortigate Hardware Firewall Administration

Experience managing a (class-C) network of approximately 200 devices. Knowledge of IP and MAC addressing, using firewall policies for network management, ensuring Internet connectivity.

Server Management

Maintenance of file, print and web Ubuntu Linux servers and Windows SQUID proxy servers, antivirus servers and license servers.

Networking Infrastructure

A *working* (not theoretical) understanding of network infrastructure including unmanaged switches, wireless access points, RF links and leased lines, UPS systems and basic electrical wiring. Experienced and enthusiastic about fault detection and troubleshooting.

Optional Experience

ICT systems configuration and maintenance, Website maintenance and development, Application software, Audio Visual equipment, Statistical Software.

How to Apply

Please apply with a CV and the names of three references to jobs@econdse.org. The last date of receiving application is 23rd February 2020.

Salary commensurate with experience and ability. Indicative range: INR 4.8 – 6 lacs per annum (approximately).

About the Center of Development Economics

Centre for Development Economics (CDE) is a research adjunct of the Delhi School of Economics (Department of Economics). It was established in 1992 with a grant from the Ministry of Finance, Government of India. CDE is a small non-profit organisation that supports research activities of the Department of Economics. This includes, inter alia, organising international and national seminars, workshops and lectures, managing research projects, hosting academic visitors, providing IT services to faculty and

students and any other research support department faculty may require. The management of CDE is through a Council comprising faculty members.