HONG KONG SHUE YAN UNIVERSITY
COMPUTING SERVICES CENTRE

Senior IT Officer (System Administrator)

Hong Kong Shue Yan University is inviting applications for a full-time Senior IT Officer (System Administrator). The appointee will support the IT Manager in management, design, and implementation of the in-house IT Infrastructure Systems.

Responsibilities:

- Design, implement, manage and maintain the university's IT infrastructure, which includes virtual machines, hyper-converged infrastructure (HCI), servers, and storage systems for both on-premises and cloud projects, ensuring optimal performance and reliability.
- Oversee administrative tasks such as monitoring and capacity planning for Active Directory, Azure, ADFS, IAM, Linux, DNS, LDAP, Shibboleth, email systems, web servers, and database servers.
- Strengthen system security by performing vulnerability assessments, system hardening, and patch management.
- Plan, implement, and maintain server rooms and data centers.
- Conduct daily operational health checks and closely monitor the university's IT systems and infrastructure, proactively identifying and addressing potential issues to minimize disruptions and ensure quick restoration of services during outages.
- Create and maintain detailed technical documentation and user manuals related to servers, systems, and network infrastructure to facilitate knowledge sharing and provide clear guidance for current and future IT personnel.
- Perform additional tasks as assigned.

Requirements:

- Holder of a Higher Diploma or Degree in Computer Science, Information Technology, or a related field.
- At least 3 years of experience in core Windows infrastructure and VMware, including LAMP Stack, DNS, SSL certificate management, A well-rounded background in production operations is preferable.
- Proficient proficiency in Linux and open-source web environments; skilled in Linux shell scripting for system health checks.
- Experience in automation scripts and tools to streamline deployment, scaling, and operational tasks is an advantage.
- Experience with security technologies on IAM, WAF Firewall, PAM, SIEM, SOAR, Threat intelligence is an asset.
- Possession of RHCE, LPI and MCSE certification is preferred.
- Strong analytical and troubleshooting skills.

- Positive attitude and ability to collaborate well in a team environment.
- Proficient in both spoken and written English and Chinese.

Candidate with more experience will be considered as Assistant IT Manager.

The appointment is contract-based and renewable upon mutual agreement. Applicants should apply by sending a completed application form, resume and cover letter to Hong Kong Shue Yan University Computing Services Centre via email at cscjob@hksyu.edu .

Deadline: The posts are open until filled.

Please complete the application form via the hyperlink below:
https://eform2.hksyu.edu/view.php?id=15970

Only shortlisted candidates will be contacted. Personal data received will be used for recruitment purposes only. Applications will receive full consideration until the positions are filled.