

UNICEF HBNC PROGRAMME

Upgraded Department of Community Medicine & Public Health King George's Medical University UP, Lucknow

ADVERTISEMENT NOTICE

No. 0579 /CM/UNICEF-HBNC/2017

Dated: 07.02.2017

Applications are invited on plain paper for temporary post in UNICEF project entitled "Concurrent Monitoring of EVM and Strengthening of supportive supervision in HBNC programme in Uttar Pradesh"

<u>Name of the Post</u>	::	Windows Server Administrator 01 (ONE) Contractual basis
Mode of payment	::	@ 25,000/- Per month
Age Limit	::	45 Years
Duration	::	Upto 31 st Dec. 2017 renewable subject to extension of the project.

POSITION OVERVIEW:

The Windows Server Administrator is responsible for the administration of distributed Windows Servers as deployed in an Active Directory (AD) environment. This position is highly technical in nature. Systems duties are performed on a variety of Windows systems with a primary focus on the Windows 2003 / 2008 operating system including major System Services and other MS Server Products, such as SharePoint and Microsoft SQL Server.

General systems administration responsibilities include installation, configuration, operations and maintenance of networked Windows servers and enterprise software, systems diagnostics and troubleshooting including analysis of ongoing performance, capacity planning, and system/network interaction. This position requires experience in Server virtualization and consolidation projects in a distributed environment based on Hyper V.

ESSENTIAL FUNCTIONS:

- Administration, monitoring and optimization of the global Windows (2008 / 2012 R2) AD and related Server Infrastructure.
- Administration of MS Infrastructure Services such as Wins, DNS, DHCP.
- Administration of MS SQL Database server.
- Administration of IIS web server.
- Service monitoring, alerting, reporting and continuous improvement of the service quality and availability.
- Server (standalone and virtual) design, installation, maintenance and upgrades for Windows systems as defined by project and application requirements.
- Project planning assistance, developing project plans for the implementation of technologies and systems.
- Develop and maintain installation and configuration project related software.
- Contribution and maintenance of all system standards.
- Research and recommend innovative, and where possible automated, approaches for system administration tasks.
- Identify system management approaches that leverage our resources and provide economies of scale.

QUALIFICATIONS / SKILLS REQUIREMENT ::

- A graduate in Computer science engineering, MCA and BCA or any graduation level will be preferred for experience professional.
- 2+ years of professional administration of Windows Server Infrastructures with a strong focus on continuity, stability, scalability and monitoring.
- Systems Administration/System Engineer certification in Microsoft will be an advantage.
- Good knowledge on WEB servers (Apache Tomcat, IIS) for project deployment and run on server.
- Good and broad knowledge of Network and Server systems with a strong ability to understand complex environments for a thorough root cause analysis.
- Good knowledge in System Patching and Virus protection Products.
- Good knowledge in distributed backup solutions and procedures of different vendors.
- Must have strong knowledge in enterprise System design including virtualization, SAN and NAS Systems, data replication and consolidation.

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- Good knowledge of the Network protocol TCP/IP, sub-netting and routing.
- Experience in translating business requirements and designs into technical designs.
- High level of written communication and documentation skills.
- Knowledge in ITIL processes of Service Delivery will be advantage.

The candidate must be disciplined, dynamic and flexible to manage multiple projects, work effectively in a rapidly changing environment, and meet ongoing and overlapping deadlines.

Optional:

- CCNA certification will be Advantage.

Condition for appointment:

Appointment will be temporary on contractual basis (without any regularization) only for the peroproject period, renewable subjected to the extension of project. Medical University / college faculty will have all right to cancel the appointment in case of unsatisfactory work.

Please note : Applications along with cover letter, detailed CV should be sent to hbnc.kgmu@gmail.com by highlighting the position name Windows Server Administrator in the subject line or directly in the name of Dr. Monika Agarwal, Project Coordinator, Department of Community Medicine & Public Health, KGMU UP, Lucknow-226003.

Please note : No TA/DA will be paid if shortlisted and called for interview. Incomplete application forms will not be entertained.

Application should reach in the name of Dr. Monika Agarwal, Project Coordinator, Department of Community Medicine & Public Health, KGMU UP, Lucknow latest by **20.02.2017 - 5:00 PM by e-mail only at hbnc.kgmu@gmail.com.**


(Dr. Monika Agarwal)

Professor & Project Coordinator
Department of Community Medicine & Public Health
K.G. Medical University UP, Lucknow

Copy to the following for notice board:-

1. Faculty Incharge, Research, Cell, KGMU UP, Lucknow
2. The Registrar, KGMU UP, Lucknow
3. The Faculty Incharge, KG Medical University Website for posting it there.
4. Chief Medical Superintendent, GM &AH, KGMU, UP, Lucknow
5. PS to Vice Chancellor, KGMU, UP, Lucknow
6. All notice boards of KGMU UP, Lucknow
7. Unicef, Office of Uttar Pradesh, Vishal Khand, Gomti Nagar, Lucknow.
8. The Employment officer, Employment Exchange, Lucknow


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