* **Job Title: Senior System Administrator III – MS Azure/Windows**
* **Area:**
* **Reports to:**
* **Location - Can be remote**
* **Work Hours: Night shift (support till 3:00 AM IST)**
* **General Overview**
* **You Will Have**
* **● Bachelor&#39;s degree or equivalent work experience.**
* **● 2+ years working as an Azure System Administrator.**
* **● 3+ years working with VMware.**
* **● 5+ years installing, patching, upgrading, and maintaining Windows 2008, 2012 and 2016 environments.**
* **● OS performance tuning and advanced troubleshooting skills.**
* **● Interact with vendors and their support teams in critical cloud problem situations. Work across teams to**
* **resolve technical performance issues/bottlenecks (e.g., network, storage, database, application).**
* **● Perform various project related requests for customers.**
* **● Experience with automation, orchestration, and scripting technologies. Terraforming and Azure Resource**
* **Manager a must; PowerShell, Python, Bash desirable.**
* **● keeping up to date with new technology and certifications via training and seminars.**
* **● Strong organizational, interpersonal, written, and oral English communication skills.**
* **● Strong analytical &amp; problem-solving skills.**
* **● The ability to manage multiple concurrent issues with minimal supervision &amp; direction.**
* **● Develop and maintain technical documentation.**
* **● Perform system configuration and patch management**
* **● Perform tasks to back up team members when required.**
* **You are good at**
* **● Oral and written communication with the ability to present ideas in user friendly language.**
* **● Working well under pressure.**
* **● Strong problem-solving skills.**
* **● Excellent prioritization, time management and organizational skills.**
* **● Ability to work independently and perform multiple concurrent and diversified tasks effectively.**
* **● Being a strong team player, self-motivated and detail-oriented.**
* **● Ability to collaborate with other teams.**
* **● Showing attention to detail.**
* **● Giving and receiving constructive feedback.**
* **You Will Be Responsible For**
* **Responsible for performing the daily duties of Azure deployments, configuration tuning, troubleshooting, scripting,**
* **Patching and maintenance. Additionally, the Systems Administrator will have varying degrees of responsibility for**
* **work processes, optimization methods and risk management for large and complex projects within Rotary**
* **International.**
* **Operations**
* **Ensure the quality and consistency of operating systems by following a defined set of procedures (change control,**
* **security procedures and protocols for user password management, backups and hardware configurations).**
* **Pro-actively identify operating system issues through online monitoring tools, alerting and ticketing systems and**
* **coordinate resolution of the identified issues.**
* **Assume ownership of infrastructure related problems; pursue problem resolution and root cause analysis.**
* **Maintenance**
* **Perform regular hardware and software maintenance. Assess solutions. Install, configure, and maintain server**
* **storage products. Troubleshoot Infrastructure related problems. Monitor for system uptime, using tools that detect**
* **anomalous system behavior.**
* **Establish, implement and maintain server storage, Azure and OCI policies and procedures. Lead incident response**
* **and conduct root cause analysis.**
* **Training and Orientation**
* **You will be responsible for helping to train and mentor staff on the Platform Operations team – developing and**
* **revising procedures and job aids for the department while also evaluating and recommending changes to increase**
* **efficiency and seeking continuous improvements..**.

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