



IT Specialist

Job Description



MDN LABS



Summary

We are seeking a skilled and experienced IT Specialist to join our team and oversee all aspects of our IT operations infrastructure.

The ideal candidate will have expertise in virtualization technologies, such as VMware ESXi, and proficiency in administering Microsoft Windows Server environments. Additionally, the candidate should possess strong troubleshooting skills, knowledge of security principles, and experience in providing user support for IT-related issues. Familiarity with Microsoft 365 administration and remote work setups is essential. The successful candidate will be a proactive problem solver with excellent communication skills in English, both written and verbal.

If you are passionate about technology and thrive in a dynamic environment, we encourage you to apply.

Job Type: Full time

Location: On-site / Hybrid / Remote

Salary: Negotiable

About MDN Labs

MDN Labs is a boutique software house, providing innovative IT solutions to clients worldwide. We are renowned for our proficiency in developing, implementing, and managing IT infrastructures and solutions.

We are based downtown in Patras, Greece.



Responsibilities

- Manage IT infrastructure for optimal performance.
- Handle VMware ESXi virtualization setup, maintenance, and troubleshooting.
- Support Microsoft Windows Server, including setup and ongoing maintenance.
- Assist with Microsoft Windows client PCs and internal network configurations.
- Provide timely user support for IT issues.
- Ensure data security and confidentiality through knowledge of security principles.
- Maintain security protocols and backup procedures.
- Administer Microsoft 365 services, including user management and email configurations.
- Identify opportunities for system enhancements.
- Experienced in remote work setups and effective remote communication.
- Maintain strong English language proficiency for clear communication.

Requirements

- Bachelor's degree in Computer Science, Information Technology, or related field (or equivalent experience).
- Proven experience in IT infrastructure management and systems administration.
- Proficient in VMware ESXi virtualization technologies.
- Expertise in Microsoft Windows Server administration and configuration.
- Experienced in supporting Microsoft Windows client PCs and network adaptation.
- Strong troubleshooting skills for user support.
- Knowledgeable in security principles and implementing measures.
- Familiar with Microsoft 365 administration and collaboration tools.
- Effective in remote work environments, including task management and communication.
- Excellent English communication skills, both written and verbal.

Preferred Qualifications

- Experience with cloud services and platforms, such as Microsoft Azure or AWS.
- Familiarity with ITIL (Information Technology Infrastructure Library) principles and best practices.





Contact Information

If you are ready to join our team drop us your CV & feel free to contact us for any queries you may have:

Email: info@mdnlabs.com

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We look forward to potentially having you on our team.