



SYSTEMS SUPPORT ADMINISTRATOR

About us

Invest Global is a specialist multi-asset prime broker based in Sydney, and Tokyo. The company specialises in providing innovative prime services to hedge funds, asset managers, proprietary trading firms, other brokerages and banks. As a world-leading boutique investment bank, we are constantly in search of hungry people to join the team and challenge the status quo. We want dreamers and doers who are ready to hit the ground running.

Why join us

- **Remuneration** - Invest Global offers a highly competitive base salary along with Short Term Incentive Schemes - which includes quarterly cash bonuses.
- **Flexibility** - We want to hire the best talent in the industry. To attract the best, we have embraced a flexible work culture. This includes WFH opportunities and generous leave packages.
- **Career development** - We do not just want to hire the best talent; we want to train them to be even better. Career development is a priority to you – so it is a priority for us.
- **Unique workplace** - Our Sydney office is nearby public transport & secure parking. The building boasts views of Sydney Harbour and a unique balcony break out area.
- **Support** - We are a small team with a flat structure. You will always have direct access to C-level.
- **Culture** - We are a young and energetic team with more than half of all of our employees in their 20's.

About the role

We are looking for a Systems Support Administrator, who will be responsible for technical and administrative oversight of the Invest Global Windows-based IT Infrastructure. This includes areas such as Windows server administration (both cloud and on-premises), Windows client support and other related IT services.

Key duties and responsibilities

We're looking for innovative thinkers with a hunger to expand their knowledge, who can help drive culture change for Agility! Our ideal candidate is a team player who will:

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Systems Support Administrator continued...

- Deployment, configuration and administration of Windows-based servers, both cloud and on-premises, with a focus on automation, high-availability and security
- Provide Windows client & business application support (Office suite, etc)
- Utilise client management tooling to centrally manage Windows & Mac clients for software deployments, patch management, policy enforcement, etc.
- Work closely with the Service Delivery team to diagnose, identify, isolate and resolve problems throughout the environment
- Participate in migration projects of corporate infrastructure to the appropriate public cloud platform
- Deliver excellent services according to business needs and the agreed SLAs
- Participate and successfully execute projects that are part of the IT Transformation initiative
- Maintain knowledge of IT Infrastructure and Architecture standards and practices
- Research, analyze and promote technology standards and emerging technology to be used across the enterprise
- Approach all tasks with a security-oriented mindset

About you

- Minimum 1 year of Level 1/2 support in a Windows client and server environment
- Degree in Information Technology or equivalent work experience
- Specialist technical certifications are desired (e.g., AWS, Microsoft, Linux, Cisco, etc.)
- Experience supporting Windows 10 and Microsoft Office in a corporate environment
- Intermediate knowledge in the areas of Windows Server\Client Administration, including Active Directory, Exchange\Office 365, DNS, DHCP, group policies, anti-virus, patch management, client & application deployment, etc.
- A holistic understanding of all areas of IT Infrastructure, including Server, Client, Network, Security, etc.
- Experience with Server Virtualization and related technologies (e.g., VMWare, Hyper-V, KVM, etc.)
- Knowledge of Security Concepts & Compliance Standards

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Preferred Skills

- Understanding of core networking concepts (routing, switching)
- Knowledge in the area of Linux Server Administration
- Experience with Configuration Management systems (e.g., SCCM, Intune, Puppet, Chef, etc.)
- Knowledge of Agile methodology and the ITIL/ITSM framework
- Knowledge of modern & emerging technologies (e.g., Docker, Kubernetes, AI, Machine Learning, Serverless Computing, Blockchain, etc.)
- Effective collaborator who is able to establish and maintain partnerships at all levels of the organization
- Willingness to take over responsibility and able to act under pressure
- Active learner with the ability to continually stay on top of the latest technologies
- Excellent analytical, conceptual thinking, planning and execution skills

Our Values

- **Innovation** – Consistently strives to create new, more efficient ways of completing standard procedures.
- **Passion** – Approaches tasks with enthusiasm and is genuinely invested in the role and the company's goals.
- **Teamwork** – Ability to work independently and as part of a team under a deadline.
- **Fun** – Contributes to company culture and endeavours to make work enjoyable for all employees.
- **Excellence** – Strives for excellence in all aspects of work.

How to apply

To apply for this role, apply now via SEEK! or recruitment@invest.com.au. Include your resume and cover letter outlining why you're perfect for this role.

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