

The Irish Horseracing Regulatory Board's (IHRB) vision is to be the best Regulatory Body worldwide, the Regulator that sets the standard. Our Values: *Integrity, Accountability, Transparency, Approachability, Trustworthiness and Welfare* are at the forefront of all we do and how we do it.



## INFRASTRUCTURE LEAD / SENIOR SYSTEM ADMINISTRATOR (Full Time Position)

The Irish Horseracing Regulatory Board are seeking an Infrastructure Lead/Senior Systems Administrator to join our team to support a wide range of systems, applications and processes. A key member of the team, reporting to the IT / Information Security Manager, this role will be expected to take responsibility for the day-to-day operations of the IHRB infrastructure, both on-site and cloud based, and provide daily operational support as required across a diverse suite of processes which are crucial to the organisation. He / she will also have the opportunity to work as part of the Project Team across the implementation of a number of upcoming projects including development, hardware and security ensuring consistency with company strategy, commitments and goals. This is a senior role and a great opportunity to join a dynamic IT Department in delivering high-end solutions with the goal of improving the integrity of horse racing in Ireland. This is a permanent appointment.

### Key Roles & Responsibilities:

- Responsible for the maintenance, configuration, and reliable operation of computer systems, network servers, virtualisation and websites under the guidance of the IT/IS Manager.
- Install and upgrade computer components and software, manage virtual servers, and integrate automation processes.
- Troubleshoot hardware and software errors by running diagnostics, documenting problems and resolutions, prioritising problems, and assessing impact of issues.
- Provide documentation and technical specifications as needed for planning and implementing new or upgrades of IT infrastructure.
- Perform regular backup operations and implement appropriate processes for data protection, disaster recovery, and failover procedures.
- Lead desktop and helpdesk support efforts, making sure all desktop applications, workstations, and related equipment problems are resolved in a timely manner with limited disruptions.
- Support legacy systems developed using VBA / PHP.
- Provide assistance from an operational and support aspect as required on a day-to-day basis and as part of project team.

### Requirements:

- At least 5 years previous experience in a similar role with a BSc degree or equivalent in Computer Science or related discipline.
- System administration and IT certifications in Linux, Microsoft, or other network related fields are a plus.
- Working knowledge of virtualisation, MS Hyper-V, or equivalent.
- Strong knowledge of systems and networking software, hardware, and networking protocols.
- Experience with programming languages such as VBA / PHP, scripting and automation tools are a distinct advantage.
- Strong knowledge of implementing and effectively developing helpdesk and IT operations best practices aligned to the ITIL framework.
- Experience with some or all of the following: Windows Server(s), Linux, AWS, Patch Management, Vulnerability Management, VBA, PHP, Apache, TomCat, MDM, MFA, Password Management Solutions, Anti-Virus & Firewalls, Switches, Office 365, Office Suite including MS Access Query & Report Creation, Email Security, Web Based CMS.
- Excellent organisational skills and experience working to deadlines, managing multiple work streams simultaneously, in a time sensitive environment.
- The right to work in Ireland

### Key Attributes:

- An ability to demonstrate an analytical mindset with problem-solving skills.
- Ability to develop strong working relationships across internal and external stakeholders.
- An ability to juggle multiple priorities and experience in working with multiple stakeholders across different levels and areas of the business.
- Technically very competent across a wide variety of skills.
- Promote and embody our Core Values.

### Benefits:

- Salary will reflect the level of experience.
- Company Phone, Laptop, 25 days holidays plus 2 discretionary company leave days.

If you are interested in applying for this role, please send your curriculum vitae outlining your experience and relevant skills, no later than close of business **Friday 28<sup>th</sup> January 2022** to: [hr@ihrb.ie](mailto:hr@ihrb.ie)

The Irish Horseracing Regulatory Board is an Equal Opportunities Employer.