MODUL UNIVERSITY
PRIVATE UNIVERSITY VIENNA

Modul University Vienna is an international private university owned by the British company Talents Squared Limited and the Vienna Chamber of Commerce and Industry. The university campus is located on Kahlenberg, a scenic hill with a spectacular view of the capital of Austria. Since 2007, Modul University Vienna offers cutting-edge education (BBA, BSc, MSc, MBA and PhD study programs) in the areas of international management, new media technology, public governance, sustainable development, and tourism and hospitality management.

IT Support Administrator (m/w/d)
Full-time (40 h/w) in Vienna, Austria

The Information System Services at Modul University Vienna is looking for an IT Support Administrator.

Your responsibilities

- First & Second Level Support of Windows 10+, MS Teams, MS 365
- Support and monitoring of the internal network infrastructure and IT security
- Support of Azure AD and Windows Server 2019+ (ADS, GPO, DHCP, DNS, MS-SQL)
- Client management (installation, maintenance)
- Support of the Microsoft IT infrastructure
- Ongoing documentation and generation of data flow diagrams
- Application support
- Analysis and elimination of any IT malfunctions
- Monitoring of backup systems
- Firewall monitoring (Fortigate)
- Support the Service Desk with audio/ video conferencing equipment
- Instruction of new employees, user support
- Server administration (Linux) and support of the systems
- Network administration (switches, routers, firewalls)
- Problem analysis and troubleshooting as well as support for technical users
- Support for some international business customers
- Assisting with the planning and implementation of special IT projects
- Evaluation and configuration of software tools

Your profile

- Technical training in the field of computer science, IT (HTL, FH, Uni)
- High IT affinity required, initial experience in IT system administration (e.g. in the form of internships) and willingness for further training
- Computer skills in the areas of networks, Windows Server, SQL Server, Office 356
- Knowledge of network technology (VLANs, IP, VPN, IPSec, firewalls)
- Microsoft or Linux certification is a plus
- Solution-oriented and analytical way of thinking
- Quick comprehension, high motivation and enthusiasm for IT topics
- Competent and winning demeanor towards students, faculty and administration
- English spoken and written
- Valid work permit in Austria

AUSTRIA'S LEADING INTERNATIONAL PRIVATE UNIVERSITY

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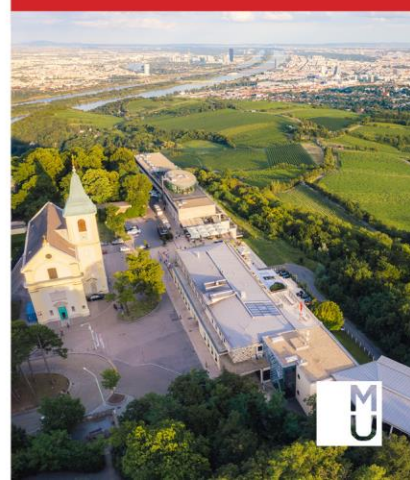## MU OFFERS

- Opportunities to work from home
- Flexible working hours
- International and dynamic team
- Personal and professional development
- Independent working environment
- Public transport ticket

Why join us?

- A challenging and varied job in a university looking forward to further expand its programs, research activities, and student numbers;
- Flexible working hours;
- An international and multicultural working environment;
- Positive working atmosphere;
- A gross annual salary of EUR 33,000 (paid out 14 times/year) with possible additional remuneration based on qualifications and experience.

Please send your application including cover letter and curriculum vitae to jobs@modul.ac.at, with the reference 202204ITSA and your availability, i.e., earliest start date, and salary expectations (in English; as a single PDF file not exceeding 8 MB).

Modul University Vienna is an equal opportunity employer with a strong commitment to equality and diversity that does not discriminate on the basis of, among other factors, age, color, disability, ethnicity, gender or gender expression, national origin, race, sexual orientation, or social class. We especially encourage women and people who belong minority groups to apply and welcome all applications that can contribute to a diverse working culture.

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