



VACANCY

IT Systems Administrator

Irish Cement Limited is a fully owned subsidiary of CRH plc and has manufactured cement in Ireland for over 75 years. It operates two cement-manufacturing facilities, one situated in Platin, approximately 5km from Drogheda, Co. Louth and a second in Castlemungret, Co. Limerick. Production uses the most advanced, energy-efficient technology to create a range of high quality cements to the highest Irish and International standards.

Role: IT Systems Administrator
Location: Based in Limerick Works, Castlemungret, Co. Limerick.
Reporting to: Projects Manager.
Purpose: To provide efficient and effective IT Support in a busy operational environment.

Responsibilities include:

System administration and support for Microsoft Windows Servers, PCs and Office and industrial applications including:

- Local Windows file and database servers, PCs and Microsoft Office
- Administration of local domain which includes critical despatch and production systems
- Industrial weighing systems, laboratory systems and industrial scanners running on MS Windows 7 with a variety of interfaces.
- General user support
- Managing and monitoring SLA's and liaison with external IT infrastructure provider for user setup and support
- Liaison with external hardware and systems providers (Fujitsu)
- Maintaining / modifications to local MS Access databases and Intranet site
- Phone / PBX modifications/management
- Support UK sites (Premier Cement, Southern Cement) when required.
- Software licencing administration
- Cisco based network support
- Maintenance of Knowledge Manager (KM) Laboratory Information Management Systems LIMS and Production Information Management Systems (PIMS) and development of additional KM reports and functionality.

Main functions of position:

A key aspect of this role will be to provide on-site IT Support and Maintenance of IT systems.

This is a stand-alone role, requiring the person to work closely with the Maintenance and Production departments to ensure smooth running of systems in a busy operational plant that runs 24/7.

While the successful candidate will be primarily based in one location, there will be requirements to support other ICL locations. Flexibility to support all locations is a necessity. Flexibility outside of normal business hours and weekend work will be required on occasions.

Standards of Performance

- A relevant third level degree qualification in Computer Science or similar
- At least 3-5 years' experience working in a dedicated support environment
- Excellent communication, interpersonal skills and strong analytical skills
- Proven technical skills and strong commercial acumen
- Excellent organisational and planning skills with the ability to prioritise and manage a broad and varied workload.
- Ability to communicate technical information in a clear and understandable manner to non-technical stakeholders.
- Customer focused and goal orientated with keen attention to detail.
- Strong sense of ownership and ability to follow tasks through to completion.
- Broad experience of IT Systems.

Applicants will be provided with training and exposure to various sections of the business in order to develop technical, interpersonal, commercial and management skills.

Applications including a current CV should be emailed to jobadvertisements@irishcement.ie entitled "IT Systems Administrator". **Closing date for applications is **Friday 17th August 2018.**

Visit www.irishcement.ie for more information.

