

## **IT SYSTEMS ADMINISTRATOR (MICROSOFT). VILNIUS, LITHUANIA**

We offer work in Digital Technologies (IT) department, acting as a central unit for managing strategic, innovation and IT projects and programs. Our department provides services to subsidiary companies related to IT Governance & Management, IT Service Delivery, IT infrastructure services, workplace IT support and ServiceDesk, Enterprise Applications (Digital IT Solutions, ERP), Cybersecurity. IT Infrastructure unit consist of the following teams: Microsoft platform, Linux, Cloud and Network. As Microsoft Administrator you will work with IT operations and engineering activities, complex M365 ecosystem, Azure workloads, Microsoft/Windows server-side infrastructure, participate in various projects to setup and or maintain solutions globally.

### **Main functions and responsibilities:**

- Focus on cloud infrastructure management by handling tasks such as automating processes using tools like Terraform, applying effective tagging strategies for resource management, configuring virtual machines, and ensuring optimal network performance in Azure cloud services.
- Design, implement, and maintain a scalable Azure Active Directory infrastructure.
- Manage and administer Azure AD (Entra ID) and Microsoft Intune.
- Develop and enforce IT security policies, including SSO, MFA, and Conditional Access.
- Configure, manage, and monitor Windows servers and related IT infrastructure.
- Automate tasks using PowerShell to improve workflows and efficiency.
- Participate in IT infrastructure projects such as migrations, upgrades, and implementations.
- Provide Level 2/3 support for escalated IT issues.
- Maintain accurate documentation for systems, configurations, and processes.
- Ensure continuous improvement of IT infrastructure and security posture.
- Manage daily IT operations, including handling service desk tickets, asset lifecycle, and access management.

### **Requirements for the position:**

- 3+ years of professional experience in IT infrastructure management, SaaS applications, and service desk operations.
- Expertise in Windows Server and PowerShell scripting.
- Strong knowledge of Active Directory, Azure AD (Entra ID) and Microsoft Intune.
- Proficiency in managing Microsoft 365 suite (Exchange, SharePoint, Teams) and related services.
- Understanding of IT security principles, including identity management, SSO, MFA, and Conditional Access.
- Experience with managing and automating tasks within cloud environments, specifically Azure, including implementing automation processes with tools like Terraform, configuring virtual machines, managing resource tagging strategies, and optimizing network configurations.
- Strong analytical skills, task prioritization, and time management abilities.
- Proficiency in networking basics: TCP/IP, DNS, DHCP, VLANs.
- Fluency in Lithuanian and English (written and spoken).

**Job Advantages:**

- Knowledge of advanced Azure setups, enterprise-level security frameworks, Privileged Access Management (PAM), DevOps workflows, or Infrastructure-as-a-Service methodologies.
- Experience with physical hardware.
- Skills in Atlassian products, Zabbix monitoring, Ivanti ticketing systems, and Veeam backups.
- Experience with Azure Runbooks.

**What we offer:**

- Highly ambitious and dynamic team, readily supporting and collaborating with colleagues in a multicultural environment.
- Exciting projects in one of the world's most fascinating and innovative industries.
- Possibility to work from home if office space isn't your cup of tea.
- Health insurance package in compliance with company policy.
- Brand new modern office with on-site bistro, office bar, free gym, pool and tennis tables, and chill spaces.
- Discounts and special offers from various partners.
- Office bar.
- Children's room where you can leave your kids to play with supervision.

Salary: from 3636 € to 4300 € (brutto)

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