

	National Institute for Micro, Small and Medium Enterprises (ni-msme) An Organization of the Ministry of MSME, Govt. of India & ISO 9001:2015 Certified Yousufguda, Hyderabad - 500045 Ph.No.040-23633213 e-mail: nimsme-admn@nimsme.gov.in	
	RECRUITMENT NOTIFICATION	
Name of the Post	No. of Posts	Important Information
Consultant (Network Administrator)	01	Send in your CV to recruitment@nimsme.gov.in before 31.08.2024 by 05:30 PM
Sd/- Admin. & Accts. Officer		

Qualification	Experience	Age Limit
B.Tech /B.E/ B.Sc / B.Com (Computer Science)	Minimum 2 Years	35 years

Shortlisted candidates will be called for Interview

Job Description:

- Maintaining Organization computers, printers and other peripherals data.
- Responsible for taking regular system backup of user's data.
- Installing and Troubleshooting Operating Systems Windows 7,8,10 in Desktop and Laptops.
- Fair knowledge in Data Backup and System maintenance.
- Installing and maintaining the Windows 2019 Server.
- Troubleshooting desktop related Hardware issues for the users.
- Ensure network connectivity throughout the Organization LAN/WAN infrastructure is on par with technical considerations
- Blocking Websites in Local Firewall (Sophos) and writing rules to allow the sites.
- Quickly arranging repair for hardware in occasion of hardware failure.
- Installing and configuring of Network printers.
- Setting up local area Network, Cabling, Software Installation, Installation of Hardware, etc.
- Knowledge on Linux Operating System.
- Coordinating with Vendors in case of any hardware failures.
- IT support for training and events (National & International).
- Creating users and respective shared files in Active Directory.
- Active Directory related works such as adding, deleting users, creating security groups, giving permissions to users.
- Managing and Configure the Wireless routers.
- Configure and Managing Cambium E400 & E500 indoor and outdoor access points.
- Monitoring the errors through logs, reports and maintaining the firewall health
- Wi-Fi and entire Institute CCTV maintenance
- Certifications in Networking (CCNA, MCSE, and RHCE) will be added an advantage.

Note: Please mention post name on the subject line