



BANQUE DE COMMERCE ET DE PLACEMENTS

Established in 1963 as a Swiss bank, BCP segments its activities into two well-established core businesses: Commodity Trade Finance and Wealth Management. These are reinforced by our expert Treasury services. BCP enjoys a solid reputation as a high-quality service provider in all of its banking fields. Founded under Swiss Banking Law and Regulations, BCP is supervised by FINMA, the Swiss financial markets supervisory authority. Headquartered in Geneva, BCP also operates branches in Luxembourg and Dubai. More information can be found at www.bcp-bank.com.

To strengthen our **Information Technology division**, we are currently looking for a

SYSTEMS ADMINISTRATOR

TASKS AND RESPONSIBILITIES

- Ensure the smooth running and availability of the Bank's applications, systems & data and provide a high-quality assistance to the customers and users, including branches, in respect of the Bank's IT systems.
- Manage, operate and support :
 - VMware vSphere, Horizon, Workspace One infrastructure.
 - Windows servers & Active Directory, Linux servers.
 - PKI & internal certificates, electronic signatures.
 - Backups.
- Manage and support physical & virtualized desktops Windows10.
- Provide Service Desk support to internal users and customers.
- Maintain and update the related procedures, technical documentation and plans.
- Proceed with IT Business Recovery Plan (regular testing and in case of Security Incident).

TECHNICAL REQUIREMENTS

- Technical background and prior experience with virtualized environment with **VMware vSphere & Horizon, vCenter, inside datacenter**.
- Deep knowledge in Windows servers 2019 & AD 2019, Linux RedHat.
- System and network architecture concepts and techniques.
- Microsoft PKI & Veeam 11, Workspace One.
- Windows10, Citrix, MS Exchange.

OTHER REQUIREMENTS

- University degree in Computer Science, Management of Systems or equivalent.
- Min 5 years' experience as a "Systems Administrator" or equivalent, in banking environment being a plus.
- At least one of the following certifications: VMware vSphere 6.7, Horizon 7.7, Windows servers 2019 & AD 2019, Linux RedHat.
- Analytical and problem-solving skills, sound judgement, reliable.
- Prior experience in Service Desk.
- Team oriented, with strong communication skills (TIC profile: Service Operation, Service Transition, Service Support).
- Flexible, dynamic personality.
- Effective communication skills in French and English.

OTHER

- Resident in Switzerland
- Activity rate: 100%
- Start date: to be discussed

Please send your complete application file (**cover letter, CV, work certificates and diplomas**).

Please kindly note that with no answer from us within 3 weeks, you can consider that your candidacy was not selected for this position.

Thank you for your understanding.