



THE ROLE AND WHAT TO EXPECT

- Support and maintain the Company's IT systems including networking / VPNs and remote sites.
- Set up and configure new laptops and desktops including the installation of authorised software, deployment of software upgrades and application of antivirus updates.
- Set up and configure mobile devices including both Android and IOS.
- Support, maintain and administer MS Server/Desktops/Laptops, MS Exchange.
- Diagnose and resolve technical issues from end to end including endpoints and servers.
- Create and manage user accounts and email addresses via Exchange/Active Directory
- Take responsibility for own workload and keep others informed, highlighting potential problems and suggesting solutions to ensure continuity of service delivery.
- IT Support Helpdesk, ensuring tickets are closed off in a timely manner.
- Maintain an in-depth knowledge of specific technical specialists and provide expert advice regarding their application.
- Providing telephone support on occasions outside of normal working hours, and be part of the IT Support rota.

WHAT YOU WILL NEED TO SUCCEED

- Degree in Computer Science related subject desirable
- Experience within the Engineering sector is desirable but not essential
- Strong knowledge of Microsoft Windows and Office
- MS related qualifications desirable

ABOUT ADI GROUP

adi Group is a large, multi-disciplined, privately owned engineering company offering a single source, integrated service to provide Totally Engineered Solutions. Founded in 1990, the group specialises in supporting the manufacturing sector in the UK & Ireland, through 16 limited companies and over 20 service divisions. Enjoying exponential growth over the last three years, the Group has seen its workforce increase by 50% to over 500 employees and is expected to double in size by 2020.

HOW TO APPLY

If you are a professional hands-on, self-motivated and team focused individual who is reliable and flexible in their approach to work with a keen eye for accuracy and attention to detail – we want you!

To apply, please visit: www.adiltd.co.uk

adi Group is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or beliefs, marital status, or pregnancy or maternity.