

**REF: WindEurope/2016/09**

**IT Officer**

Start: as soon as possible

WindEurope (formerly EWEA, the European Wind Energy Association) is the voice of the wind industry - actively promoting wind power on behalf of member organisations in Europe and worldwide. Our resources are focused on policy activities, lobbying and supporting our members.

WindEurope is seeking an *IT Officer* to be primarily responsible for assisting the IT Manager on all WindEurope IT-related matters.

**Main Responsibilities:**

1. Support in the development and execution of the IT infrastructure and IT infrastructure strategy at WindEurope
2. Maintain IT applications and respond to business needs
3. Support in the correct functioning, performance and security of the server room
4. Assist in IT architecture related decisions, the office IT infrastructure and the IT management of networks, switches, routers, etc.
5. Provide a Helpdesk service to staff members on IT-related issues
6. Assist in the implementation of the back-up strategy and data archiving
7. Assist in the management and configuration of the systems and their surveillance

**Required Qualifications:**

- Knowledge of infrastructures based on Microsoft and domain administration (Windows server 2008/2012, Active Directory, GPO, DNS, DHCP...),
- Knowledge about VMware, HyperV,
- Capable of developing scripts to deploy implementation configurations,
- General knowledge in network CISCO configurations
- Good CRM knowledge (knowledge of Microsoft Dynamics CRM is an advantage)
- Team player, analytical, flexible, problem solver, proactive
- Excellent English written and verbal proficiency required.
- Fluent French or Dutch would be an asset
- Practical experience required

To apply, please send your CV and a cover letter by **1<sup>st</sup> September 2016** to [jobs@windeurope.org](mailto:jobs@windeurope.org) with reference code: **WindEurope/2016/09**

**Note: only short-listed candidates will be contacted after the deadline.**