

SharePoint Support Specialist

Responsibilities:

- Implementation and support of corporate portals based on Microsoft SharePoint platforms.
- Maintaining and securing the platform and monitoring system usage to optimize performance, managing system patching and upgrades
- Work with the team and participate in all stages of SharePoint solutions development from initial concept, design, development, testing, and implementation
- Deployment of custom developed and third-party SharePoint solution packages
- Managing incoming SharePoint support requests and communicate with end-users directly to resolve them
- Documentation creation and maintaining

Required skills:

- A minimum of 4 years of overall IT experience and 2 years of relevant working experience
- SharePoint platforms architecture understanding
- Experience in administering and configuring of SharePoint 2013, SharePoint 2016 services and settings
- Experience in managing content databases and creation of new ones as required, administering and maintaining sites and sub-sites, managing security, site layouts and content
- Experience in administering and configuring of MS Windows Server and MS SQL Server
- Experience in PowerShell
- Understanding networking infrastructure principles including encryption, security zones, and firewalls
- Strong communication and teamwork skills
- Strong analytical skills
- Attention to details
- Demonstrated passion for learning new technologies.
- Ability to work under tight deadlines and multitasking
- Higher education
- Intermediate level of English

Desirable skills:

- Experience in creating and maintaining of SharePoint farms.
- Completed SharePoint training.
- Experience in administering and configuring of Microsoft IIS, MS SQL Server.
- Knowledge of web technologies (HTML, CSS, XML)
- Experience with SharePoint Designer, Visual Studio
- Experience with ASP.NET, Java Scripts

We offer:

- Great professional team and friendly environment
- Powerful and fast laptop with SSD and additional monitor
- Ability to work from home 1 day per week
- Comprehensive remuneration package
- Excellent opportunities for career and professional growth
- A wide range of training and development programs