

## Systems Engineer

Reports to      Director Information Technology  
Band              Band 5, HPV Enterprise Agreement 2018

### Position summary

The Systems Engineer will be part of the newly formed cloud and systems space in HSV and is responsible for mapping the current Microsoft environment (A mixture of On-Prem servers and Office 365), taking ownership of the technical landscape, ensuring it meets business needs, and preparing for the move to the cloud.

Key to this role will be a can-do attitude, along with a deep understanding of systems and architecture with the ability to understand how it all hangs together, being able to talk in both technical and non-technical terms.

### Specific Duties and Responsibilities

#### Core Tasks

- Monitoring and improving system security and performance.
- Assisting in the ongoing on-prem to cloud SharePoint migration.
- Working with various HSV and SharePoint Developer to improve workflows and automation.
- Reviewing infrastructure and recommending improvements.
- In conjunction with our data teams, setting up of a structured data repository.
- Preparing for migration to cloud.
- Work with our Managed Services Provider to ensure systems are managed correctly.
- System Administration tasks as required.
- Work in with ITSM to help build governance frameworks.
- Provide input into overall security posture including identification and remediation of vulnerabilities.
- Work with various areas of the business to translate needs into technical requirements

#### Design and Development

- Ensure new systems are documented/recorded against systems architecture.
- Provide input into overall IT Strategy and Road Map.
- Update IT Security Controls.
- Provide input to design of and implementation of new systems.

#### Management

- Contribute to the Transformation and IT divisions and broader HSV teams through participation in formal meetings and other activities as required.
- Comply with relevant financial and non-financial authorities outlined in the Delegations of Authority instrument.

- Identify relevant opportunities and make recommendations for business improvement processes, workplace health and safety, and quality and service delivery outcomes.
- Undertake other tasks or responsibilities as agreed with the Director Information Technology from time to time.

## **Leadership**

- Work with the broader IT team towards realising IT roadmap and strategic vision.
- Support development of a vision for the division in line with the HSV Corporate Strategy which sets a clear strategic direction for employees, enhances their leadership capacity and capability, and enables them to deliver robust operational support and advice.
- Foster a workplace culture that is consistent with HSV's organisational culture emphasising organisational values.
- Maintain strong lines of communication with key stakeholders to ensure the smooth operation of the organisation.
- Support organisational change and growth as requested to assist HSV in fulfilling its legislative functions in line with its Corporate Strategy.

## **HSV Values and Cross Functional Collaboration**

- Establish and maintain strong working relationships with key individuals and groups across HSV's stakeholder organisations, both internal and external, and develop and apply appropriate engagement and consultation strategies in line with HSV's values.
- Represent HSV in appropriate forums to strengthen relationships and improve mutual understanding.
- Place a priority on effectively working with stakeholders from other divisions within the organisation for mutual benefit by seeking and incorporating feedback that will benefit organisational objectives.
- Value the contribution of our internal and external stakeholders and contribute beyond our own tasks to achieve organisational goals and demonstrate this in goal setting.
- Uphold HSV core values; Customer Centric; Accountable; Respectful; Solutions-focused and Open.

## **Data Security**

- Comply with HSV data management policies and procedures, and report breaches and/or vulnerabilities to a manager or the IT Operations team.

While the principal duties of this position are as above, the post holder may be required to undertake other duties from time to time.

## **Qualifications and Experience**

### **Academic**

- An IT tertiary qualification and/or equivalent industry training in information technology.

### **Experience**

- Minimum of 5 years' experience in Microsoft Cloud Technologies including system administration, design and build.
- Demonstrated experience in managing structured data systems such as data warehouses or data lakes.
- Strong Powershell/JSON ability.

- Demonstrable troubleshooting experience in both systems and networks.
- Knowledge of migration from on-prem to Azure systems.
- Experience in working with ERP systems.
- Proven experience in mapping and maintaining technical systems.
- Experience in Microsoft 365 and Azure technologies.
- Previous exposure to working in an ITIL environment.
- Experience in system automation.
- Excellent communication skills both written and verbal.
- Exposure to SIEM and other Security Technologies.
- Health service experience (desirable).

