

## National Health Mission – Tamil Nadu

### Terms of Reference for Server Administrator

<b>Name of the Organization</b>	National Health Mission – Tamil Nadu
<b>Reporting Officer</b>	Mission Director, National Health Mission – TN
<b>Name of the Position</b>	Server Administrator
<b>Number of Positions</b>	One – (1)
<b>Location</b>	Chennai, Tamil Nadu

National Health Mission – Tamil Nadu is seeking applications from eligible candidates for the post of Server Administrator in State Program Management Unit at Chennai, Tamil Nadu.

#### Background

National Health Mission Tamil Nadu (NHM-TN) is the umbrella program of the Ministry of Health & Family Welfare, Government of India to assure universal access to equitable, affordable and quality health care which is accountable and at the same time responsive to the needs of the people and works towards reduction of child and maternal deaths as well as population stabilization, gender equity and demographic balance.

#### Objective

As a Server Administrator, the overall objective is to provide requisite technical support, build capacity, implement and manage programs and initiatives under National Health Mission – Tamil Nadu, across Primary, Secondary and Tertiary levels of healthcare.

#### Key Responsibilities

- Proficient in Open Solaris, Linux / Windows Administration
- Good Knowledge of IIS / Apache, Web Server, Application Server, Report Server, Database Server, backup server etc.,
- Good knowledge of PHP / SHELL scripting
- Manage and monitor installed systems and infrastructure
- Install, configure, test and maintain operating systems, application software and system management tools
- Monitor and test application performance for potential bottlenecks, identify possible solutions and work with developers to implement those fixes
- Maintain security, backup and redundancy strategies

- Write and maintain custom scripts to increase system efficiency and lower the human intervention time on any tasks
- Participate in the design of information and operational support systems
- Liaise with vendors and other IT personnel for problem resolution
- Strong analytical and numerical skills.
- Call Management through Service Desk and vendor escalation.
- Monitoring and Report generation through Monitoring Tools like Nagios, etc.
- Coordinate with the rest of team to meet the team objectives
- Perform various system administration functions in production environment
- Maintain and configure servers running open Solaris and Linux
- System performance and tuning
- Repair and recovery from hardware or software failures
- Coordinate and communicate with other departments
- Liaise with external suppliers
- Installation and configuration of SQL and PostgreSQL Database
- Writing and executing SQL and Postgres Queries
- Experience in carrying out performance, integrity and security of a database
- Writing database documentation, controlling access permission and privileges
- Developing managing and testing backup and recovery plans
- Ensuring that storage archiving, backup and recovery procedures are functioning correctly
- Configure and maintain IP Network Devices and components (Router and Switches) IP routing Protocol (OSPF and BGP), LAN switching (STP, VTP), WAN (Modem, Leased Line, L2 Circuit and Ethernet Circuits) Network Security, L2, L3 VPN, MPLS WiFi and RF devices, components, etc.
- Send detailed status reports by email as per the frequency and format defined
- Report Faults in the equipment for immediate necessary action
- Follow up with various agencies for rectification of faults
- He / She shall maintain all records pertaining to site equipment
- Any other responsibility that may arise from time to time
- He / She shall maintain a diary of activities performed by him / her each day and submit it to the Controlling Officer once in a week.

## **Output**

Timely accomplishment of task and responsibilities, regular reporting, provide situational analysis, achieve key deliverables and provide support to strengthen and implement key elements of the Program assigned.

## **Qualifications and experience**

1. Bachelor (4-year) degree, with a technical major, such as engineering or computer science (B.E. / B.Tech / M.Tech in CS/IT), MCA , M.Sc (Computer Science / Information Technology)
2. Systems Administration/ System Engineer certification in Solaris or Linux - OEM Certification only
3. Should possess knowledge in Linux OS – Installation, Administration and Troubleshooting
4. Should possess knowledge in SUN Solaris 9 and above – Installation, Administration and Troubleshooting with SUN SPARC Entry Level and Mid-Range Servers.
5. Experience on implementing SUN Volume Manager (SVM) and Veritas Volume Manager 5.x.
6. Hands-on Experience in Maintenance and troubleshooting with SUN StorEdge Tape Libraries C4 & C2 and SUN RAY Thin Clients server connectivity with SUN RAY Server Software 4.
7. Strong knowledge of hardware and software configurations, including clustering technologies, complex storage technologies and multi-domain systems
8. Good knowledge in SQL and PostgreSQL – Database Management
9. Knowledge of writing SQL and Postgres Queries
10. Good knowledge IP Network design skill set
11. Good knowledge about IP Network Devices and components (Router and Switches) IP routing Protocol (OSPF and BGP), LAN switching (STP, VTP), WAN (Modem, Leased Line, L2 Circuit and Ethernet Circuits) Network Security, L2, L3 VPN, MPLS WiFi and RF devices and components
12. Knowledge of DDOS deduction and mitigation solution
13. Sound knowledge in networking related to server management

## **Travel and subsistence:**

Not Applicable

## **Reporting Requirements:**

The Server Administrator will submit monthly/applicable updated report to the State Data Manager (e-Governance).

## **Workstation:**

The workstation of Server Administrator is at National Health Mission- Tamil Nadu, State Programme Management Unit, Chennai, Tamil Nadu and Tamil Nadu State Data Centre, ELCOT, Perungudi, Chennai.

**Period of contract:**

- 11Months-extendable based on annual performance evaluation.

**Termination**

The contract can be terminated by either party giving a notice of one month in writing.

**Remuneration:**

The Server Administrator will be paid a consolidated monthly salary as per NHM-TN norms (Rs. 32,600/-)\*. The Server Administrator shall not be entitled to any other benefits, payments, subsidy, compensation or pension. The consultant shall not be exempt from taxation and shall not be entitled to reimbursement of any taxes which may be levied as per existing rules on the remuneration received.

\*Fee offered within the band will be commensurate qualification and experience.

**Age Limit:** No Age Limit (as on last date of receiving of applications).

*Please ensure to mention post applied for on the application form, without which the application form will not be accepted.*

*Click the link to apply: <https://bit.ly/3KWWSjK>*

\*\*\*\*\*