

Energy without limits .



## Join a successful growing worldwide business.

Our commitment to building a stronger, safer, reliable and more sustainable energy future goes hand in hand with our commitment to the people who will make it possible.



## Job Title 2nd Line IT Systems Administrator

Location	Forrestdale, Western Australia
Contract	Full Time
Responsible to	Head of Information Technology
Core Purpose	We are seeking a proactive and technically skilled <b>2nd Line IT Systems Administrator</b> to join our expanding inhouse IT team. This role is ideal for someone with a strong background in all aspects of IT - including Microsoft 365, Azure, networking, and Active Directory, who thrives in an ever-changing environment and is passionate about delivering excellent IT services.
Key responsibilities and accountabilities:	<ul style="list-style-type: none"><li>• Assist with Group IT projects, including system upgrades, migrations, and deployments.</li><li>• Troubleshoot and resolve issues related to Microsoft 365 (Exchange Online, Teams, SharePoint, OneDrive).</li><li>• Manage and support Azure AD, including user provisioning, group policies, and conditional access.</li><li>• Maintain and troubleshoot Active Directory, DNS, DHCP, and Group Policy Objects (GPOs).</li><li>• Support and maintain network infrastructure including switches, firewalls, and VPNs.</li><li>• Escalate complex issues to external support or vendors as necessary.</li><li>• Document incidents, solutions, and procedures in the ITSM system.</li><li>• Ensure compliance with IT policies, procedures, and security standards.</li></ul>
QHSE Responsibilities	<p>To have a general understanding of the areas of our QHSE Management System and OEG's QHSE aims and objectives that are relevant to the role.</p> <p>Comply with the requirements of OEG Energy Group Policies and the responsibilities within the wider QHSE Management System.</p> <p>Promoting:</p> <ul style="list-style-type: none"><li>• a proactive health and safety culture focussed on the prevention of work-related injury or ill health and continual improvement in our processes / performance.</li><li>• environmental sustainability and energy efficiency whilst minimising our environmental impacts and preventing pollution.</li><li>• a quality culture that brings values to our business, our customers and other interested parties ensuring quality issues and opportunities for improvement are identified and implemented.</li></ul>

#### Skills and Experience:

- Strong knowledge of Microsoft 365 administration and troubleshooting.
- Hands-on experience with Microsoft Azure, including Azure AD and related services.
- Solid understanding of networking concepts (TCP/IP, DNS, DHCP, VPNs, VLANs).
- Proficient in managing and troubleshooting Windows Server and Active Directory environments.
- Familiarity with ITIL practices and ticketing systems.
- Excellent problem-solving and communication skills.
- Ability to work independently and as part of a team.
- Physical installs of networking equipment from network racks to cabling.
- Familiarity with cybersecurity systems including anti-malware and vulnerability scanning.
- Ability to create and review IT processes / procedures.
- Understanding of Synology storage systems.
- Experience with PowerShell scripting.
- Knowledge of ConnectWise Automate / Fortinet EMS.
- Exposure to cloud security best practices.

#### Qualifications:

- Microsoft certifications (MS-100, AZ-104, or similar).
- Networking certifications (CompTIA Network+ or similar).



### Why should you work with us?

At OEG, we place a high priority on the well-being and success of our employees. That's why we provide comprehensive benefits packages, which include competitive salaries and health insurance coverage. Additionally, we offer employer workplace pension contributions and ongoing training and development opportunities to support your professional growth.

### Join a successful growing worldwide business.

This role is perfect for a passionate individual looking for a challenging yet rewarding career path in the offshore energy sector. If you are eager to contribute to our mission and possess the skills we're looking for, we would love to hear from you.

### How to apply

To apply for this open vacancy, please submit your application via [LinkedIn](#).