

IT System Coordinator

Full time (40h)

Complexity Science Hub Vienna, Austria

€ 3,500* gross/month

*Overpayment is possible depending on education, qualification and work experience.



COMPLEXITY
SCIENCE
HUB
VIENNA

The [Complexity Science Hub Vienna](#) is a rapidly growing research institution leading fundamental research on complex systems. We study examples of complex systems like society from individual behaviors to political institutions to economics to cryptocurrency markets, and we study the mathematical theories by which we can rigorously formalize them into quantitative and computational models. We provide an exciting, creative, bureaucracy-free environment for open-minded visionaries who want to make a change and are brave enough to step out of mainstream science. To support our computational infrastructure in a highly interdisciplinary and international environment, we are seeking an

IT System Coordinator

YOUR IDEAL PROFILE

- Education or experience in Linux system administration, network administration, and systems security. DevOps approach is a plus
- General interest for public research, curiosity about the different research projects
- Ability to work in a team, and ability to take the lead
- Good communication skills with people not having an advanced IT knowledge
- Will to continuously develop your skill set
- Engagement on the long-term for the growth of the CSH and its IT infrastructure
- Knowledge of a scripting language (e.g. bash, Python or Ruby)
- Knowledge of devOps tools like Ansible or Terraform or Docker

YOUR RESPONSIBILITIES

- Linux systems administration and security in a multi-user environment
 - User management and documentation
 - Systems maintenance and management of storage space
 - Software systems installation, SQL/database management
 - Maintenance and management of systems-related security practices and profile
- Network administration and Security
 - TCP/IP network management
 - Remote access management
 - Network security skills in best practices and audits
 - Firewall management and administration
- Infrastructure Management
 - Switch/firewall/network storage security and management
 - Maintenance and management of infrastructure-wide hardware/software
 - Backup implementation for critical data (servers/equipment/configurations)
 - Improvement of overall security strategy/centralization/ID handling
- Administration of IT systems for research data-handling including:
 - Building systems and security concepts for GDPR-compliant handling of research data
 - Establishment/renting of required server and data-storage infrastructure

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- Accompany the CSH Vienna in its growth
 - Assess the technical needs as the CSH scales up
 - Avidly engaged in network and systems documentation for disaster recovery
 - Hire and coordinate new technical staff when needed
 - Extend/improve current habits and protocols of the CSH, experiment new solutions
 - Ensure IT knowledge sharing between the relevant people
- Assist researchers to set up development environments for reproducible research (e.g. docker, databases, etc.)

WE OFFER

A varied position in a dynamic, internationally oriented, appreciative and open working environment. The projects conducted at CSH are mostly public research, and whenever possible code is released open-source. The current IT team consists of a part-time System Administrator and volunteer researchers. Min. salary of € 3,500* gross/month for 40 hours/week - overpayment is possible depending on education, qualification and work experience.

APPLICATION

To apply, please submit your CV, a motivation letter as well as any additional material that helps us to understand that you are the right fit for this role to office@csh.ac.at until January 1st 2022 (further applications will be screened until the position has been filled). We especially encourage female candidates to apply.

The CSH Vienna processes your personal data in accordance with the law. (<https://www.csh.ac.at/data-protection/>)