

IT Administrator (Ref: ITA_0524)

About the company

RAFARM is an innovation-driven, dynamically growing pharmaceutical company and a well-established European manufacturer with an outward-looking orientation that invests 13% of net turnover in Research and Development. We introduce high technology in our state-of-the-art sterile manufacturing plant and create new production lines with cutting-edge technology and robotic equipment. RAFARM is a place where our people evolve and are full of passion and interests. We are a dynamic team that empowers talent, embraces diversity and accelerates development.

About the role

Our **IT department** is expanding, and we are actively seeking a driven and meticulous **IT Administrator** to join our team. This role will be instrumental in maintaining our technological infrastructure, ensuring smooth operations.

The role main accountabilities will be the following:

- Provide 1st & 2nd level support covering applications, infrastructure and users administration
- Install, configure and maintain workstations, servers and network equipment
- Backup Management, Reporting, and Recovery
- Setting up accounts for new users
- Diagnose, repair and maintain hardware and software components to ensure the smooth running of computer systems
- Establish and support office automations
- Execution of appropriate hardware, software and systems updates
- Compliance with company's quality and security standards, policies and regulations to deliver results

Experience & Qualification Standards:

- A bachelor's degree (IEK, TEI) in the field of computer science, IT or related field is required
- 1-2 years proven experience in the Information Technology sector
- Good knowledge of Microsoft Technologies, VMWare Hypervisors and Ethernet Networking
- Excellent communications skills
- Highly detail-oriented and organized, able to work both independently and as a team player with a positive attitude

Benefits

- Private Health Insurance
- Career Development Opportunities
- Work-Life Balance
- Innovative Work Environment
- Community Engagement
- Recognition and Rewards



We go beyond the obvious
and make a positive impact on people's lives

Why Join Us

At **RAFARM**, you'll be part of a passionate team dedicated to making a positive impact on global health. You'll grow your career in a dynamic and innovative environment where your contributions matter.

How to Apply

If you think that the above position suits you, then we are waiting for your application!! Submit your resume to hrdep@rafarm.gr.

After the collection and evaluation of all CV's, we will contact only those candidates who meet the requirements of the position to be filled in order to set an appointment for an interview. All applications are considered strictly confidential.