Systems Administrator | Bermuda

Our client is seeking a hands-on Systems Administrator to join their technology team in Bermuda. This is an opportunity for an experienced IT professional who enjoys working across infrastructure, end-user support, systems administration, and security. The successful candidate will play a key role in maintaining critical business systems, supporting users, managing access controls, and ensuring technology platforms operate efficiently and securely.

In this role, you will be responsible for troubleshooting technical issues, administering user accounts and permissions, supporting hardware and software deployments, managing patching and updates, maintaining documentation, and assisting with backup, recovery, and disaster recovery processes.

Key Responsibilities

- Provide day-to-day systems administration and technical support
- Manage user provisioning, permissions, MFA, and access controls
- Support endpoint deployment, maintenance, and lifecycle management
- Troubleshoot networking, hardware, software, and connectivity issues
- Administer email and collaboration platforms
- Perform system patching, monitoring, and maintenance activities
- Assist with backup and disaster recovery testing
- Maintain accurate technical documentation and procedures
- Support audit, security, and compliance requirements
- Work closely with internal stakeholders to resolve technical issues and improve user experience

Qualifications & Experience

- 3+ years of experience in Systems Administration or IT Support
- Strong knowledge of DNS, DHCP, TCP/IP, VPNs, and networking fundamentals
- Experience supporting desktop and laptop environments
- Knowledge of identity and access management, SSO, MFA, and role-based access controls
- Experience administering collaboration and productivity platforms
- Strong troubleshooting and analytical skills
- Excellent communication and documentation abilities
- Associate's degree in a technology-related field or equivalent professional experience

Preferred Experience

- Google Workspace Administration
- Atlassian products including Jira and Confluence
- SaaS licensing and vendor management
- DNS and SSL certificate administration
- Endpoint security and EDR platforms
- Disaster recovery and business continuity testing
- CompTIA, ITIL, Google, or Microsoft certifications

If you are interested in joining a collaborative team where your technical expertise will have a direct impact, we would love to hear from you.

To apply please send your résumé to bdajobs@expertisegroup.com. All applications are handled in a confidential manner and in accordance with Expertise's Privacy Policy, available on our website.