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இலங்கை மத்திய வங்கி  
CENTRAL BANK OF SRI LANKA

## SYSTEM ADMINISTRATOR (CONFIGURATION AND PATCH MANAGEMENT) (ON CONTRACT)

### 1.0 The Job/Responsibilities:

Play a crucial role in ensuring the stability, security, and efficiency of Windows-based systems within the Bank. Responsibilities will revolve around managing software updates, patches, and configurations using SCCM.

- **Application and Windows OS Installation/ Configuration/ Patching:** Deploy and manage application installations, Windows OS configurations, and patching using SCCM; Monitor and report on application installation status and client health.
- **System Center Configuration Manager (SCCM) Upgrades and Changes:** Lead and plan upgrades, changes, or implementations for SCCM components; Follow established change control procedures during SCCM upgrades.
- **Configuration Management:** Coordinate and implement configuration management for PCs and Servers.
- **Enterprise Data Center Technologies:** Possess a solid understanding of networking, data security, TCP/IP, SAN, and physical data center best practices; Resolve hardware/software interface and interoperability issues.
- **General System Administration:** Perform system administration tasks in a Windows Active Directory environment; Implement, and enforce operational processes, procedures, and policies related to systems administration.
- **Innovative Approaches and Automation:** Research and identify innovative approaches to system administration tasks; Focus on automation, error reduction, and service improvement.
- **Windows Client Image Management:** Manage the Windows client image, including application packaging and scripting; Deploy OS security patches/ updates and anti-virus updates continuously.
- **Monthly Security Patch Deployment:** Deploy security patches to Windows Servers on a monthly basis.
- **Effective Communication:** Interact with a wide variety of users, from executives to individual end-users.

### 2.0 Required Minimum Qualifications & Experience:

#### 2.1 Educational/Professional Qualifications

A Bachelor's Degree in Computer Science, Information Technology, Engineering (in an Information Technology related discipline) or a related field obtained from a local or a foreign University, recognized by the University Grants Commission of Sri Lanka.

#### 2.2 Experience:

Minimum of two (2) years of post-qualification industry work experience in a Mid to Large Enterprise Environment managing System Centre Configuration Manager, Windows Servers and Clients.

### 3.0 Preferred Qualifications/ Experience/ Skills:

Professional certifications relating to Microsoft Systems Administration such as:

- Microsoft Certified: Windows Server Administration Associate
- Microsoft Certified: Messaging Administrator Associate
- Microsoft Certified: Security, Compliance, and Identity Fundamentals
- Microsoft Certified: Identity and Access Administrator Associate
- Microsoft 365 Certified: Modern Desktop Administrator Associate

### 4.0 Age:

Below 40 years of age as at **14.02.2025**

### 5.0 Employment:

On contractual basis for a period of not more than three (03) years. Contract will be initially signed for one (01) year and the renewal of the contract will be considered at the end of each year based on the performance.

### 6.0 Remuneration and Other Benefits:

An all-inclusive taxable monthly allowance of Rs. 450,000.00 with contributions to Employees' Provident Fund (EPF) and Employees' Trust Fund (ETF).

### Selection Procedure

Candidates who fulfill the minimum required criteria as specified will be shortlisted for the selection interview based on an assessment followed by a technical interview that may consist of a coding/technical assessment.

The final selection will be made based on the order of the merit of the marks obtained for the final interview.

### Applications

Those who possess the required qualifications and experience and wish to apply for the above position should submit their applications only through the following link on or before 14.02.2025.

Link: <https://www.cbsl.lk/recruit>

Applicants are strictly advised to adhere to the terms and conditions stipulated in the above link when submitting applications.

Those who do not possess the required qualifications and experience as at the closing date will not be eligible to apply for this post. Any application not meeting the required qualifications, received after the deadline or not in the prescribed format, will be rejected without any notice.

Applicants are strictly advised to upload scanned copies of the educational/professional qualifications and documents to verify service experience which meet the eligibility criteria for the above post. Any application without the copies of certificates relevant to Educational/Professional Qualifications and experience will be rejected without any notice at any stage of the recruitment process.

Candidates who fail to provide originals of relevant documents at the certificate verification conducted prior to the interview will not in any manner be considered as eligible candidates.

Any form of canvassing will be a disqualification. CBSL reserves the right to decide on the number of positions to be filled or postpone or cancel the recruitment. Only shortlisted candidates will be contacted for the next step of the recruitment process.

**Director – Human Resources**  
**Central Bank of Sri Lanka, No. 30, Janadhipathi Mawatha, Colombo 01.**  
**Telephone : 011-2477330 Fax : 011-2477715**