

## Job Vacancy Form

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|------------------------------------|---------------------------------|
| <b>Job Title:</b>                  | System & Database Administrator |
| <b>Job Location:</b>               | Hazmieh - Lebanon               |
| <b>Number of positions opened:</b> | 1                               |
| <b>Application Deadline:</b>       | ASAP                            |

**Company overview:** Capital Banking Solutions is a leading provider of end-to-end, integrated banking software for businesses across Europe, Africa, the Middle East and the Americas. The company offers a suite of integrated and modular products for retail, corporate and private banks, as well as financial institutions.

At CBS we provide an unmatched career growth where learning and sharing knowledge is part of our every day work.

When it comes to technology, our products are using some of the most cutting edge technologies out there. If you are a passionate for WEB development, Business Process and ORACLE, Java or .NET, we guarantee that you will find at CBS a challenge to meet and an opportunity to excel.

As per the business side of it, our focus on banking and our reach to a variety of types of Financial Institutions is a great platform to grow in different areas related to finance, risk and compliance, capital market, private banking and trade finance.

### **CBS Global Presence**

Beirut. Dubai. Paris. Monaco. Geneva. New York. Miami. Abidjan.

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| <b>Job Summary:</b>  |  |
| Responsible for installation and administration of operating Systems (Unix, Linux and Windows) and Oracle products.  |  |
| <b>Job Responsibilities:</b>   |  |
| <ul style="list-style-type: none"> <li>▪ Installs and configures oracle databases as per the predefined standards.</li> <li>▪ Installs and configures operating systems (Unix, Linux, etc...) as per the predefined standards.</li> <li>▪ Provides support and assistance to the staff in their daily work.</li> <li>▪ Manages updating documentation to record new equipment installed, new sites, new environments etc.</li> <li>▪ Maintains systems and databases by monitoring the logs and system resources.</li> </ul> |  |
| <b>Requirements:</b>   |  |
| <b>Education</b>   | Bachelor Degree in Computer Science or Computer Engineering  |
| <b>Work Experience:</b>  | Minimum 3 years of experience in Technical Support.  |
| <b>Languages:</b>  | Arabic, French and English languages   |
| <b>Computer skills:</b>  | <ul style="list-style-type: none"> <li>▪ Basic Microsoft systems skills (Windows, IIS...).</li> <li>▪ Basic knowledge of database and UNIX &amp; LINUX operating systems.</li> <li>▪ Basic knowledge of MS SQL Server Management.</li> </ul> |
| <b>Other skills:</b>   | <ul style="list-style-type: none"> <li>▪ Good communication skills</li> <li>▪ Customer Focus Skills</li> <li>▪ Positive &amp; Enthusiastic</li> <li>▪ Information Seeking Type</li> </ul>  |

***Qualified applicants are invited to submit their resumes to the following address:***

[hr@capital-banking.com](mailto:hr@capital-banking.com)

**Contact Information:**

- **HR Manager:** Hoda El Gerges
- **Tel:** 05/428 300
- **Fax:** 05/428 309