



Job Specification **IT Manager**

Position: IT Manager (Full-time)

Company: [X-Lab Ltd](#)

Starting Date: ASAP

Location: Leeds, UK (Flexible)

Salary: £40-50k

Reporting to: Chief Technology Officer

X-Lab are looking for a proven IT manager to help support our business in its technology and security domain. This is a great opportunity to join a fast-growing high-impact healthcare technology business, and contribute to the IT strategy of a global technology platform.

About X-Lab

We are on a mission to change healthcare. Our core product, NPEx, is a national service that connects all UK labs together through a single exchange hub. We also play a key role in the UK's pandemic response, matching requests & results for the majority of the country's Covid tests. We will expand our reach to international markets in the coming year, and we are looking for enthusiastic, motivated people to help drive this growth.

Our team is our most important asset with a shared passion for improving healthcare, and our culture drives a strong sense of teamwork and ownership. From quizzes to regular (Covid-safe) socials, we strive to offer a relaxed, but productive environment to make our important work a reality.

About the Role

As the IT Manager you will be responsible for providing our team with the right technology tools for their job in order to underpin business processes and collaboration, with a focus on security, tooling and asset management.

We are looking for someone with a relentless drive and passion to improve processes and technology across the organisation.

Responsibilities

- Establishing and running an IT service desk.
- Laptop and hardware provisioning across a remote, hybrid estate.
- Asset management, configuration management and endpoint protection administration
- Maintaining our identity store and authorisation levels within our current and future domain setup.
- Running IT tooling for compliance, remote management and security responses.
- Selecting, onboarding and managing the best SaaS tooling for our organisation.
- User Joiners/Movers/Leavers processes.
- User troubleshooting for all IT issues - hardware and software.
- License management for an array of SaaS tooling.
- Maintaining our on-premise network and configuring VPN systems.

About you

- 3+ years experience in IT management.
- Good communicator and a passion for driving secure but empowering controls and processes, without hindering delivery
- Prior experience of greenfield or transformative IT projects.
 - The ideal candidate would have prior experience in managing an array of cloud based SaaS tooling.
- Solid Understanding of networking, VPN's and firewalls.
- Experience with cloud native networks and infrastructure.
- Experience managing Active Directories, GSuite, Office365, Windows and Mac provisioning. Powershell or scripting experience is a plus.
- Experience and exposure to cyber security controls and frameworks is a plus.
- Software development experience is a plus.
- Azure, Slack, Atlassian experience is a plus.

Benefits

- Join an internationally recognised healthcare brand, helping us to genuinely improve the lives of others.
- Competitive remuneration package.
- Pension scheme, with company contributions of at least 5% of salary.
- Life insurance cover
- Exceptional personal support with a flat organisational structure with loose, but supportive, line management.
- Personal technology budget to ensure you have everything you need to work effectively.
- Company outings, social events and wellbeing initiatives.
- 28 days holiday, in addition to UK bank holidays.

How to apply

Please email your CV with a covering letter outlining your suitability, to careers@x-labsystems.co.uk by 5th March 2021.