AL-EMAAN CENTRE

Job Title	AEC Infrastructure Engineer, Digital Team
Key Responsibilities	At Al-Emaan Centre we have a small technology setup that we would like to further develop. As part of this initiative, we require assistance with Infrastructure improvement with what we have. Including ○ Windows 365 migration. ○ Setup and implementation of SharePoint for better document management. ○ Migration of Google hosted Email to Outlook 365. ○ Migration of Musjid website to Azure Cloud from hosted provider. ○ Access and Security hardening. ○ Network and WiFi hardening and improvements through access points. ○ Enhancing any AV to further improve services and or support of events. ○ Remote connectivity to PC in Musjid to assist Tech Operations to manage streamed events or Jumma prayers remotely. ○ Documenting infrastructure Setup (including diagrams) to assist with managing and supporting the tech services.
Time commitment	Flexible around your time but requires regular and consistent time confirmation and commitment.
Required/Desired Skills & Qualifications	Competent and confident in building, engineering, and supporting: ○ Microsoft Cloud Services ○ SharePoint ○ Windows 365 Services (including Office 365, Outlook 365, Exchange, Tenant management etc.) ○ Zoom ○ Teams ○ Azure Cloud Services ○ Windows 10 ○ AV ○ Understanding of Server side infrastructure to publish and support development team for website
Requestor's name	**M Khaleeq Siddiqi, Al-Emaan Centre Digital Tech Lead** **Email: info@al-emaan.org.uk**