



326 First Street, Suite 27
Annapolis, MD 21403
www.inclimesolutions.com | (410) 231-3996

IT Ops Systems Administrator for Renewable Energy Company

About InClime:

InClime is a dynamic startup company with a flexible working environment based in Annapolis, Maryland. We operate on the cutting edge of the renewable energy and energy efficiency space, running programs for utilities and public entities. We create easy to navigate online programs that allow everyone from homeowners to businesses to participate directly in renewable and efficiency programs that previously were limited to large, sophisticated organizations. An overview of our programs is available on our website <https://inclimesolutions.com/>.

Position Overview:

We're growing and are looking for an IT Administrator to join the current 9-person software development team maintaining the IT infrastructure for the 15 programs we run. This is a part time position (approximately 20 hours/week).

You will monitor and maintain networks and servers, and upgrade and install new software to meet company objectives while implementing security protocols and procedures to prevent potential threats. You will also keep up to date with advancements and best practices in IT administration. This role is primarily maintenance of the servers and IT infrastructure used to host InClime's web portal, with a much smaller portion of the work consisting of provisioning the InClime's fleet of approximately 35 laptop computers with productivity software used for work and providing technical support.

Position Requirements, Salary & Benefits:

We offer a competitive salary based on experience. As InClime is a distributed company, the position is remote. Part-time employees receive paid vacation. InClime provides health insurance for full and part-time employees, a 401k plan with employer match for all employees after three months of employment, and company sponsored life insurance. This position is limited to U.S. Citizens or individuals already holding a U.S. work visa, **InClime will not sponsor a work visa.**

Required Skills:

- Must have at least 1 year of experience in a business setting provisioning, maintaining, patching, and running Linux based server systems and Apache web servers. **This is a non-negotiable requirement for this position, please do not apply if you do not have this experience.**
- Creating user accounts and performing access control
- SSH Key management RBAC access, Key Mgmt. with web-based access control.
- Performing diagnostic tests and debugging procedures to optimize computer systems
- Documenting processes, as well as backing up and archiving data
- Linux server command-line scripting
- Maximizing uptime with performance and Monitoring
- Ability to perform complex tasks with Apache Mod-Sec security and Imunify360
- Infrastructure security experience with patching vulnerabilities and OWASP10 CVE's with apache2.
- Degree in computer science or information technology, or equivalent work experience.
- Experience with ticketing and ITSM ticket management platforms



326 First Street, Suite 27
Annapolis, MD 21403
www.inclimesolutions.com | (410) 231-3996

Desired Experience:

- Experience with WHM and cPanel
- MySQL Database skills highly desired.
- Version control software (Git/GitHub)
- Familiarity with PHP
- Developing data retrieval and recovery procedures
- SOC 2 qualification and compliance
- GRC processes for Compliance based infrastructure
- Integration of systems with agents and
- Knowledge of renewable energy and renewable energy incentive programs
- Endpoint Management
- SIEM Management
- Network & VPN management
- WAF Based FW experience with WordPress
- AWS Cloud Practioner Experience
- AV for Endpoint Management
- PowerShell scripting for deployment
- Mac/Windows/Linux (Alma Linux, Red Hat, Ubuntu, CentOS, Debian)
- IT Projects and IT Re-platforming of Apache2
- Refactoring experience
- Dev-Sec-Ops scripting experience with groovy using Jenkins is a plus
- CI/CD Pipelines a plus

Email resume and cover letter to jobs@inclimesolutions.com.