

BLUE SKIES

— L I F E S T Y L E —

POSITION | Full Time IT Systems Support

LOCATION | Bournemouth, UK

SALARY | Dependent on Experience

THE ROLE |

We are looking for an enthusiastic IT specialist with a varied skillset to join our motivated and forward-thinking tech team. If you are interested in a role where you can build on your skills and experience, support your colleagues, and be involved in the continual development of our industry leading websites and systems, apply today!

KEY RESPONSIBILITIES |

- Monitoring and maintaining computer systems, including hardware, software, networks, and systems.
- Installing and configuring hardware, software, networks, and systems.
- Responding to support requests from colleagues across the team, and providing technical support across the company, including;
 - o Windows
 - o Microsoft Office
 - o Our custom-built CMS and CRM systems
- Setting up hardware and accounts for new users.
- Support in managing our websites, including;
 - o XML feeds
 - o URL redirects
 - o Testing new developments, updates and fixes, and reporting findings to IT Manager
- Liaising with suppliers where required, including server providers.
- Website analytics and SEO technical support, including;
 - o Google Analytics tags and implementation
 - o Google Search Console
 - o Bing Webmaster Tools
 - o Google PageSpeed Insights
 - o Structured/schema.org data
- IT administration, including maintaining an inventory of all IT hardware.
- Website administration including backups, Google Analytics tags, and managing user accounts
- Keeping up to date with advances and recommending updates to systems where required.

BLUE SKIES

LIFESTYLE

THE COMPANY |

Blue Skies Lifestyle Ltd is a family-run online travel agency encompassing 4 brands. Ski In Luxury is our largest brand, focusing on the best catered and self-catered chalets available to rent in Europe. We also operate Ultimate Luxury Chalets, which is a collection of Europe's top 100 luxury ski chalets. Alps In Luxury is our summer alpine brand, while Villas In Luxury showcases luxury villas around the world. Our super friendly and fun team all share a passion for the mountains and luxury travel. Whether we're expanding our portfolio, developing our websites forward to continue to be at the forefront of our industry, or custom-building internal systems to best suit our operational needs, there is plenty of variety in this role to ensure that no day is the same.

THE BENEFITS |

Some of the benefits of joining our Team In Luxury include:

- Opportunity for career progression in an ambitious and growing company.
- Company pension scheme.
- Working in a home-from-home office environment that's just a 2 minute walk from Bournemouth train station.

THE PERFECT CANDIDATE |

The key skills and quality we're looking for, include knowledge and experience of the following:

- Programming | HTML/CSS/JavaScript/jQuery, PHP
- Software | Windows, Microsoft Office, OneDrive
- Services | Exchange online
- Other | SEO

Primarily the right candidate will be enthusiastic, happy to help, and keen to learn in order to advance both their own knowledge and contribute to developing our industry leading websites.