# Job Vacancy

HURIDOCS - Human Rights Information and Documentation Systems is seeking an **Infrastructure Engineer** to join our diverse global team.

| | |
|---|---|
| **Title:** | Infrastructure Engineer |
| **Employment type:** | 100% |
| **Gross salary incl. benefits:** | Competitive for a human rights NGO. Starting gross salary depending on location and experience; e.g. in Madrid, Spain: EUR 47,000 - 54,000 / in Kiev, Ukraine: USD 29,000 - 34,000 / in Cairo, Egypt: USD 25,000 - 30,000 / in Quito, Ecuador: USD 39,000 - 45,000/ in Jakarta, Indonesia: USD 36,000 - 42,000 |
| | HURIDOCS provides 20 working days of annual paid vacation, in addition to complementary days off during year-end office closure, and local bank holidays. |
| **Supervisor:** | Chief Technology Officer |
| **Location:** | Remote |
| **Start date:** | As soon as possible |

## Duties and Responsibilities

The primary responsibilities of the Infrastructure Engineer at HURIDOCS are:

- Design, implement and maintain scalable infrastructure solutions to support our internal and external services including our SaaS platform.
- Coordinate the activities with the infrastructure and the development teams.
- Security policy implementation and monitoring.
- Reliability testing and monitoring.
- Coordinate and support DevOps processes.
- Update and scale-up hardware and software as needed.
- Respond and resolve incidents.
- Setup backup and disaster recovery strategy.

## Skills and Competencies

- Experience with infrastructure as code tools, preferably Ansible.
- Linux expertise.

- System and network security competencies.
- Experience building and maintaining highly available distributed applications.

## Profile

- Proven work experience as an Infrastructure Engineer.
- Committed to human rights and social justice.
- Eager to work remotely in a multicultural environment.
- Self-driven, taking initiative, ability to work independently.
- Willingness to occasionally travel internationally.
- Be open to receiving feedback and constructive criticism.
- Work-level spoken and written English.

## How to apply

We welcome diversity and do not discriminate on any basis, including age, gender identity, nationality or sexual orientation. Our team consists of parents and non-parents, self-taught and degree-educated. We seek to create a supportive working environment based around the following values:

- Be honest, transparent and dependable
- Practice appreciation, well-being, compassion and care
- Pursue growth and learning

If you wish to apply for this position please send your motivation letter and CV to jobs@huridocs.org.

If you have any specific questions about this vacancy you may contact us on jobs@huridocs.org.

Online interviews with the short-listed candidates will take place starting in October 2021.

## About HURIDOCS

Human rights groups need evidence, law and research in order to advocate justice and accountability. HURIDOCS (Human Rights Information and Documentation Systems) is an NGO that helps these groups gather, organise and make sense of such collections of information. We partner with organisations to create solutions for their specific documentation and information management needs, and we also develop an open-source database application called Uwazi to facilitate this work. Founded in 1982, HURIDOCS is deeply rooted in the human rights movement, with decades of field experience and expertise in documentation methodologies and technology. Our team is made up of human rights practitioners, software developers and designers, united by a belief in the power of accurate, accessible information and by a respect for human dignity and freedom. We operate a small office in Geneva, Switzerland, but the majority of our team is distributed across the world in several countries.