

## Job Description

### DevOps Engineer

**Job title:** DevOps Engineer

**Hours:** Flexible (30+hours/week)

**Contract type:** Fixed term for 6 months, with potential to extend

**Salary:** Up to £30,000 pro rata depending on skills and experience

**Reports to:** Technical Lead

**Location:** Boston Spa, Yorkshire (with occasional travel nationally and within EU)

Last updated: 17/07/2018

The Open Preservation Foundation (OPF) is looking for an experienced, motivated and technically versatile DevOps Engineer to join our team in a new role. This is an exciting opportunity to work with leading libraries, archives, universities, research organisations and vendors across the world.

The Foundation is an international not for profit membership organisation providing open source digital preservation technology and knowledge to memory institutions around the world. Our vision is open sustainable digital preservation.

The DevOps Engineers' role is:

- To manage online OPF servers and services, e.g. OPF website and the OPF's Jenkins server.
- To manage the testing, packaging and release of OPF software products including veraPDF and JHOVE.
- To carry out software development for OPF software products and external project requirements.
- To streamline and develop OPF's automated sysadmin and continuous delivery processes.
- To produce and maintain accurate and concise documentation for software and processes as required.

## Responsibilities

Working closely with the Technical Lead and Executive Director, you will be responsible for the day to day technical activities of the organisation.

You will be happy working as part of a team as well as working independently to manage your own workload. You will possess the necessary experience to carry out systems administration and software development activities, ensuring they are delivered on time and to a high quality.

## Systems Administration

- Maintaining operating systems and software for OPF servers, ensuring patches are applied, etc.
- Dealing with network security issues for OPF servers.
- Deploying servers and application stacks as required for new OPF services and projects.
- Maintaining Ansible automation to perform routine system administration tasks.
- Producing documentation for OPF infrastructure and automated processes.

## Release Management

- Keeping the OPF product board up to date with reported bugs and feature requests for release planning
- Working with the OPF product board to prioritise development activities.
- Testing and quality assurance of release candidate software.
- Improving the packaging and delivery of OPF software.
- Overseeing the software release process, updating documentation and assembling release notes.

## Software Development and testing

- Responding to bug reports and feature requests across the OPF reference toolset
- Development work as required for OPF collaborative projects.
- Development of high quality test data sets for OPF software and projects
- Maintenance and development of integration tests for OPF software products.

## Skills & Experience

As DevOps Engineer you will have:

### Required

- Significant systems administration experience in a Unix / Linux environment
- Strong bash scripting and command line / SSH skills
- An understanding and some experience of network administration, DNS, firewall maintenance and security
- An understanding and experience of testing and software quality assurance.
- A computer science degree or can demonstrate equivalent professional knowledge and skills sets.
- Experience in an quality driven agile development environment as a sysadmin or software developer or tester.
- An understanding of continuous integration/delivery principles and experience developing automated software delivery workflows with Jenkins or Travis-CI.
- Good Java development skills, ideally with open source examples available.
- An understanding or willingness to learn about digital preservation issues and current practices.
- A fluent command of English.

- Good verbal and written communication skills, including report writing and technical documentation.
- Strong analytical skills.

### Desirable

- A proven track record of contribution to open source projects.
- Knowledge of open source licenses and principles.
- Unit testing / test driven development experience.
- GitHub skills including issue management, continuous integration with Travis-CI or GitHub pages.
- Experience with any of Jenkins CI server, Python, Ansible, SALT, Wordpress, PHP, Markdown, NGINX, MySQL, HTML, JavaScript, Linode, AWS, Google Analytics

You will need to be highly-organised, flexible, and able to work with a high degree of autonomy. You will be a proactive and enthusiastic team-player with a positive approach to meeting the challenges of this role.

This is a unique opportunity to work with some of the leading minds in the digital preservation industry. This is a diverse role with the chance for the right candidate to develop new skills, contribute to open source software projects and receive hands-on training from international experts.