Lean Apps

# Atlassian/Jira administrator

## Job brief

We are looking for a strong Atlassian/Jira administrator to support our cloud application suite. This position is responsible for supporting, maintaining, and extending our Atlassian suite. Within this role, you will directly affect process implementation, integrate Atlassian products with other internal applications, and drive efficiencies for our organization.

## Responsibilities

- Configuration, maintenance, and administration of Atlassian products (Jira, Confluence, Bitbucket, Jira Service Desk)
- Evaluate and manage the usage of Atlassian add-ons to meet team and business needs
- Work with development and design teams to identify procedural efficiencies, such as with Jira Workflows, custom fields, etc.
- Devise, test, and deploy integration's between Atlassian products and other internal tool chains
- Conduct training for employees and new hires on JIRA and also brief the team/s on new functionalities.
- Research and implement new approaches on Jira and Confluence usage
- Prompt issue resolution with JIRA Projects and Confluence in coordination with other admins, partner teams and Atlassian premier support

## Preferred Skills

- 3 years' experience administering Atlassian products (Jira, Confluence, Bitbucket, Jira Service Desk)
- Strong knowledge and familiarity with JQL
- Very strong verbal and written communication skills
- Working knowledge of both Scrum and Kanban methodologies
- Experience extending Atlassian products via code development is preferable
- Experience directly integrating Atlassian products with other systems is preferable
- Knowledge of script runner is a plus

## How do you apply

If you think you might be the right fit for our team, please apply by using the below process.

Tell us why you're perfect for this job by sending a cover letter and CV to careers@theleanapps.com / ishwar.gavande@theleanapps.com. We also prefer 1-2 min video introduction. Also mention why do you think that you will be a good fit to our company values?