



JOIN OUR TEAM!

SENIOR IT ANALYST – Brandon, MB

WESTMAN COMMUNICATIONS GROUP is seeking applications from energetic, highly motivated individuals to become part of our team. Westman is a successful, fast-paced and dynamic organization, with a positive, team-oriented work environment. We offer competitive compensation including a comprehensive and unique benefits package. Leverage your knowledge with a local technology leader.

Key Responsibilities

- Manage and administer MS Windows and Linux (CentOS and Ubuntu) based servers including regular server maintenance, server hardening, vulnerability management, software upgrades, data backups and troubleshooting etc.
- Manage and administer Internal Corporate Network (ICN) devices including switches, wireless access points/bridges, VoIP phones, firewalls, and VPN etc.
- Manage and administer internal use applications (hosted locally or in the cloud), Windows Active Directory, Intranet websites and internal communication software (voice and video)
- Manage and administer Office 365 applications such as Exchange, Sharepoint and Azure AD etc.
- Ensure real-time monitoring, by way of Zabbix, is in place to identify service disruptions to systems that the Corporate IT team are responsible for
- Actively participate in improving ICN availability in compliance with the corporate Business Continuity Plan (BCP) and network Disaster Recovery Plans (DRP)
- Oversee hardware and software needs/availability for new and transitioning employees
- Perform initial set-up and continued management of employee user accounts
- Administer the purchase and management of software licenses and hardware devices
- Respond in a timely manner to service issues and requests
- Work with the IT Desktop Technician to train and guide staff on computer hardware and software use including preparing required training documents and user manuals to achieve this goal
- Plan & supervise scheduled end-user system maintenance, upgrades, and hardware/software replacements
- Supervise the testing of new end-user hardware/software technology for compatibility and integration with other WCG systems
- Provide leadership in testing and deployment of new applications and systems
- Coordinate closely with Network Services Department to plan and implement changes in the ICN
- Consult with personnel from various internal departments to identify areas for strategic network, database and/or operating system improvements and upgrades
- Assist in annual departmental budgeting, including coordination with other departments for collecting budget information/needs
- Work with key stakeholders across the company to identify skills and knowledge gaps that exist related to the use of common use systems that are delivered by the Corporate IT group, such as Office 365 and its suite of tools; use of PCs, phones, VPNs, etc.
- Based on the identified skills gaps facilitate the creation of training plans to address the needs; create training plans using internal resources and/or employ the coordinated use of external trainers as appropriate

Qualifications

- Equivalent to completion of a bachelor's degree from an accredited college or university with major coursework in computer science, information systems or a closely related field ; possession of one or more approved information technology certificates and/or completion of other approved technology-related training may substitute for some or all the required education
- Must have two to five years of related experience in a Sr. IT position
- Expertise in the configuration and troubleshooting of MS Windows and Linux based servers, corporate firewalls, VPNs, Active Directory, Print Server, Radius
- Advance knowledge of Office 365 (Outlook, SharePoint, Azure, Teams, MFA)
- Working knowledge of computer networking, DHCP, DNS, wireless network configuration and troubleshooting
- Advance knowledge of desktop and laptop computer systems/components
- Maintain certification in MCSA: Windows Server 2012/2016, MCSA: Office 365, CompTIA Linux+, and LPIC-1/2 (Linux Professional Institute)
- Self-starter with the ability to motivate others to accomplish goals effectively and efficiently
- Excellent soft skills with strong work ethic; good listening, oral and written communication skills
- Network Security (vulnerability scan/management); Container Management
- Ability to meet or exceed assigned timelines; ability to perform well in a team environment
- Willing to be available for emergency services as required; ability to prioritize workload and meet changing deadlines and priorities
- Ability to lift and carry 50 lbs
- Must hold and maintain a valid driver's license

As an equal-opportunity employer, we encourage applications from all qualified individuals. While we thank each applicant for their interest, only selected candidates will be contacted.

DEADLINE FOR APPLICATIONS: NOON on Monday, June 8th , 2020.

When applying for this position, please reference the position title in the subject line and/or the body of the email.

Please submit your cover letter and resume to:

Krista Derksen

E-mail: hr@westmancom.com