Server Analyst
Permanent, full-time - 35 hours per week
$86,966.88 - $108,708.60 per annum

Come work with us!

At the City of Leduc, our mission is People. Building. Community. We offer a collaborative and dynamic workplace where our values of Teamwork, Service, Respect, and Leadership guide our conduct and contribute to a healthy culture.

We are currently recruiting a permanent, full-time **Server Analyst** for our Enterprise Technology Services team.

What is the Opportunity?

While reporting to the Manager, Enterprise Technology Services, you will design, install, administer, and optimize company servers and related components to achieve high performance of the various business applications supported by tuning the servers as necessary. This includes ensuring the availability of client/server applications, configuring all new implementations, and developing processes and procedures for ongoing management of the server environment. Where applicable, the Server Analyst will assist in overseeing the physical security, integrity, and safety of the data center/server farm.

What will you do?

- Develop strategies for client/server implementation and architect the infrastructure required to support those strategies
- Lead, coordinate and participate in key process improvements as they relate to the client/server environment
- Act as 'project lead' in the design and review of new server systems, applications and hardware
- Establish and implement policies, procedures and technologies to ensure server security
- Check Help Desk database for entries on server and server resource issues
- Act as SME for all server-related matters, document technical issues via incident tracking
- Ensure Server Ops environment hardware and software is properly documented and software licenses and registrations are current
- Perform file system configuration and management; define and perform server backups and recovery procedures. Scale out to a full Disaster Recovery and Business Continuity Plan (Veeam)
- Administration and support of our Windows server infrastructure and services including Exchange and File and Print, Veeam, Active Directory, DNS
- Conduct research on server hardware, software, and protocols in support of procurement and development efforts.
- Create Project Plans for Deployment
- Work with stakeholders to execute the Deployment Project Plan.
- Provide 24x7 out of hours on-call support

What do you need to succeed?

- Bachelor's Degree in Information Systems, Computer Science, or related discipline or post-secondary Diploma and equivalent years of experience
- Minimum of 5 years of experience implementing, managing, and supporting server applications and systems
- Minimum of 3 years of experience in project management, processes, and tools
- Experience with scripting and programming
- Knowledge and applicable experience with different operating systems and security tactics
- Experience managing business, functional and technical requirements
- Excellent analytical, conceptual, and critical thinking skills
- Excellent organizational skills with the ability to multi-task, manage time effectively, and handle tight deadlines
- Excellent verbal and written communication skills including the ability to effectively consult with clients on business processes
- Ability to collaborate with stakeholders to determine acceptable solutions
- Experience in business process optimization and functionality with information technology
- Experience in the development of data integration and data interoperability
- Experience developing Business Intelligence and Analytics platforms and/or products
- Valid driver's license to perform site visits

Preferred:

- VMware, Microsoft, Security Certifications would be an asset

MyRewards@COL

- Competitive salary
- LAPP pension
- Comprehensive health, dental and wellness benefits, including a generous healthcare spending account
- Professional development opportunities
- Flexible work arrangements, including a hybrid work environment
- Starting at 3 weeks of vacation per year
- Safe office location in a park-like setting
- Free parking
- Annual City of Leduc recreation pass, including access to free drop-in programs

The successful candidate must be willing to provide CRC at their own expense.

If this sounds like you, please apply through our website at www. leduc.ca/careers

Competition closes at 11:59 pm (MT) on August 7, 2024. This competition may be used to fill future vacancies at the same or lower classification level.