



Centre Canadien d'Architecture / Canadian Centre for Architecture

POSITION TO FILL

Job Identification

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| Job title: | Systems Administrator |
| Division: | Information Systems |
| Supervisor: | Associate Director, Information Systems |
| Status: | Permanent, full time (35 hours/week) |
| Posting period: | 5 to 28 November 2021 |
| Job entry: | As soon as possible |

About the CCA

The Canadian Centre for Architecture (CCA) is an international research center and museum founded on the conviction that architecture is a public concern. Responsive to the changing cultural context of our time and based on its extensive collection, exhibitions, programs, and research activities, the CCA is a leading voice in advancing knowledge, promoting public understanding, and provoking new ideas and debate on architecture, its history, theory, practice and role in society today.

Job summary

The responsibilities of this job include structured management of the core systems and networks, and management of the equipment in the computer room. In addition, the position includes the sound management of safeguarding, recovery, and performance management activities, to ensure stability and security aligned with the needs of CCA divisions. The candidate must also ensure the infrastructure's capacity to respond to the evolving needs of the organization. The candidate will also be called on to participate in activities relating to computer support in areas that fall within his or her competencies.

Key responsibilities

- Implements strategy and operating standards aligned with the needs of the CCA
- Conducts periodic performance testing of systems
- Manages and establishes the monitoring schematics/alerts and shares reports regularly with the supervisor for physical and virtual infrastructure
- Secures and develops central system surveillance, control, evaluation and maintenance
- Identifies and resolves security issues/ DDos Attacks and implements firewall rules/policies



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- Ensures cloud security, migration, DevOps, automation and support in collaboration with Digital and Engagement and Collection divisions
- Creates continuous integration and continuous deployment pipeline for build process
- Manages and maintains the core computer and distribution network
- Identifies the Technical Debts in Infra, prepares a plan for the resolution and documents infrastructure projects and rollout
- Manages implementation, configuration, rollout and ongoing support of the VMware vSphere server infrastructure for hosting the business's applications
- Verifies and prepares infrastructure performance reports
- Monitors and maintains power supply protection equipment (UPS, etc.) in collaboration with Building Services

Required qualifications

- Bachelor's degree in computer science or related fields, or equivalent work experience
- Minimum of 5 years of senior IT experience, preferably in business data centres with production environments with more than 100 servers
- 5 years of experience with VMWare technology such as ESX, vCenter and vSphere
- 3 years of experience with Hewlett-Packard infrastructure
- 2 years of experience as a network administrator managing over 1500 peripheral devices
- 1 year of experience managing a storage area network (SAN) of 500 TB, including RAID configuration and LUNs
- Experience on Blade Servers maintenance and upgradation
- Experience with hosting virtual environments on a large scale, including infrastructure installation, integration and ongoing operational support
- Strong technical skills for various versions of ESX/vSphere, Windows Server, PowerShell, Active Directory and Group Policy
- Experience rolling out scalable equipment and infrastructure
- Experience with management and remote monitoring tools (PRTG Network Monitor, Nagios, Hyena, etc.)
- Knowledge of virtualization (VMware, etc.)
- Strong knowledge of Linux
- Good knowledge of Windows operating systems, including the most recent versions
- Strong shell scripting knowledge (PowerShell)
- Structured and proactive
- Good spoken and written skills and interpersonal skills are essential
- Natural ability for teamwork
- Strong organizational skills and ability to manage multiple tasks and high-pressure situations during service interruptions
- Available 24/7 on-call support if needed



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Assets

- Knowledge of advanced scripting in PowerShell and shell script
- Knowledge of Web technologies
- Knowledge of Ansible, Nagios/Chef
- Knowledge of Microsoft Visio
- Knowledge of Microsoft Project
- Experience with a range of products related to servers, networks, and EMC and Hewlett-Packard storage
- Experience on backup software, PostgreSQL, MYSQL, Elastic Search, CMS, Master-Slave replication, Load balancer and Redundancy implementation on WIN and Linux platforms

Please submit your application (resume and cover letter, in English or French) by email to rh@cca.qc.ca to the attention of People and Culture division of Canadian Centre for Architecture, 1920 rue Baile, Montreal (Quebec) H3H 2S6. **The application deadline is 28 November 2021**. Only successful applicants will be contacted. Please do not call.

The CCA is an equal opportunity employer and encourages diversity. The CCA invites anyone with the qualifications listed in the job posting to apply.

For all CCA existing job opportunities, visit our [website](#).