



SANDER GEOPHYSICS

260 Hunt Club Road, Ottawa
Ontario, Canada K1V 1C1

Tel: 613-521-9626
e-mail: careers@sgl.com
web: www.sgl.com

JUNIOR SYSTEM ADMINISTRATOR

Type of Position: Permanent, full-time

We are hiring a Junior System Administrator in the IT department to perform day-to-day administration of SGL's infrastructure through maintaining, upgrading, managing and troubleshooting our software, hardware and networks.

Responsibilities of the Position

- Installs and administers software and hardware while providing monitoring and maintenance of physical server infrastructure;
- Recommends, implements, and administers networking technologies to support and enhance internal/external electronic communication (internet access, firewalls, routers, system switches, and wireless access points);
- Contributes to the development, implementation, and maintenance of procedures and security controls;
- Ensures network performance through testing, monitoring, and statistics reporting;
- Performs installation, configuration, support and monitoring of security systems, network security appliances;
- Contributes to system security administration on designated technology platforms, including operating systems, applications and network security devices;
- Administers network security for perimeter and end-points, as well as the interoperability of information security systems;
- Mentors and guides IT staff and acts as backup in the absence of the IT Manager; and
- Provides timely technical support to office staff and field crews as required.

Qualifications and Experience

- Post-Secondary Degree or Diploma in computer science, related field or combined education and experience;
- Relevant experience as a System Administrator, Network Administrator or similar role;
- Experience with databases such as MySQL, mail transfer agents, Cyrus and Dovecot, and networks (LAN, WAN);
- Knowledge of system security (e.g. intrusion detection systems) and data backup/recovery;
- Knowledge of Active Directory as it applies to SAMBA.
- Ability to create scripts in Python, Perl or other language;
- Familiarity with various operating system: LINUX, Windows, MacOS;
- Knowledge of virtualization environments;
- Solid understanding of networking/distributed computing environment concepts;

- Familiarity with server migration process, security and hardening of servers;
- Ability to produce thorough and effective technical documentation;
- Strong interpersonal, teamwork and communications skills; and
- Ability to solve problems quickly and automate processes.

Salary is commensurate with experience and qualifications.

Please submit resumes to careers@sgl.com. Be sure to include the position title in the subject line of your email.