



# Job Posting

**IT System Administrator – Core Infrastructure (permanent/full time)  
\$37.92-\$42.66 / Hour, 35 hour work week (Under Review)  
Information Technology Department**

The County of Grey is seeking an IT System Administrator to join the 13-person strong Information Technology Department. We are looking for a personable individual to join our Infrastructure and Technology team. This team consists of three System Administrators, two help desk staff and the Infrastructure and Technology Manager that supports and develops the County's server and network infrastructure as well as help desk and cybersecurity functions.

Grey County isn't just a great place to work; it's a great place to live. Grey County is a family of distinct and proud communities that showcase natural beauty, opportunity, and peaceful rural lifestyle. Situated two hours north of Toronto, Grey County offers beauty you can't get in the city along with a lifestyle that is more relaxed and family oriented. And, no matter the season, [there's always something to do in Grey County](#).

Grey County IT supports 900 users in 30 locations for all County departments including Administration, Social Services, Transportations, County Housing, Paramedic Services, Provincial Offences and 3 Long Term Care facilities. We have thousands of connected devices, and host public Wi-Fi at several of our locations.

We are currently working on completing the recommendations from our strategic plan to guide IT projects and governance. As a team member, you will contribute to large projects such as refreshing our core network hardware, replacement of servers, moving resources and services to the Cloud and helping develop the County's ITSM platform.

In addition, the IT System Administrator – Core Infrastructure is responsible for:

- Ensuring optimal operations of the core IT infrastructure components such as firewalls, switches, wireless access points and servers for all Grey County
- Maintaining the corporate Active Directory systems, including user and computer management, group policy objects and Azure AD
- Providing support for the help desk
- Supporting the County-wide VOIP system.
- Support Microsoft 365 and Azure technologies, including Office, Teams, Exchange and Intune
- Supporting and developing the County's Cloud infrastructure
- Assist with Disaster Recovery and Business Continuity planning

- Support remote access infrastructure and remote workers
- Provide administration and support for corporate printing
- End user training on software, hardware and telephone systems
- Sharing the after-hours on-call schedule.

Candidates with the following qualifications are invited to apply:

- Graduation from a minimum three-year Microcomputer/Networking program at a recognized College of Applied Arts and Technology or equivalent
- Formal training must be augmented with a demonstrated knowledge of current concepts, programs, methods and technologies in the data management field.
- Minimum of 5 years' experience working in a large network environment
- Extensive knowledge of VMware technologies, network security, Ethernet networks and a broad knowledge of hardware and software (specifically Microsoft technologies).
- Microsoft, VMware and Aruba (HP) certification and/or formal training would be preferred
- Experience with Disaster Recovery and Business Continuity Plans and technologies
- Experience with participating in and leading all phases of IT related projects
- Able to support a vast number of remote workers
- Strong interpersonal skills, with emphasis on training and development of non-technical people.
- The ability to interpret and often translate bewildering technical issues into layperson's language that can be understood and used effectively.
- Experience working in a government or health care type facilities would be an asset
- Strong written and oral communication skills
- Valid Class "G" driver's license and vehicle.

As a member of the Grey County IT Team you will have access to,

- Comprehensive benefits package including OMERS pension
- Training and professional development
- Membership in the Municipal Information Systems Association (MISA)
- Attend conferences
- Work from home opportunities
- Flexible schedule

If you are interested in this career opportunity, please email your resume by **4:30 p.m. on Friday, July 3 2020** to:

Mr. Evan Davis  
Technology and Infrastructure Manager  
E-Mail Address: [itcareers@grey.ca](mailto:itcareers@grey.ca)

More details here: [www.grey.ca/careers](http://www.grey.ca/careers)

**Please include the job title in the subject line of the email.**

**We would like to take this opportunity to thank all applicants. Only those to be interviewed will be contacted.**

*Any personal information submitted will be managed in accordance with the requirements of the Municipal Freedom of Information and Protection of Privacy Act, and will be used only to determine eligibility for employment.*

*Based on the nature of the position, pre-employment screening will be required including but not limited to; Criminal Record Searches, Financial Credit Inquiries; Educational and Credential Verification; Driver's Abstracts; Drug/Alcohol Testing; Pre-Medical Testing and Investigative Employment References.*

*The County of Grey is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.*