

POSITION PROFILE

Position Title	Network Analyst
Team	Technology Services
Position Location	State Street Financial Centre, Toronto, Ontario
Reports to	Network Manager
Date	October 2013

ABOUT US – DUNDEE REALTY MANAGEMENT CORP.

Dundee is an exceptionally dynamic and entrepreneurial organization. We seek out the best in everything we do. Our team is knowledgeable, diligent and dedicated and we share a real passion for our business and the desire to excel. Dundee is grounded in core organizational values including integrity, respect, fairness, transparency and accountability.

Our employees are our greatest asset and we are committed to providing a dynamic and rewarding environment in which our employees can thrive, including: promoting teamwork, communication, creativity and productivity; rewarding employees with professional and personal growth; encouraging continuous learning opportunities; providing competitive recognition and rewards programs; and, supporting a culture that values and respects employees and their ideas.

ROLE

Dundee is looking to hire a Network Analyst with a minimum of 3 years hands-on experience supporting a Windows Server and Active Directory networking environment.

- Preventative maintenance of local Data Centre and remote networking hardware/software, including all critical file and application servers, and switching/routing equipment;
- Maintain local and remote data backup hardware/software to ensure the continued protection of electronic business information;
- Provide support assistance to Technology Services Helpdesk as required;
- Administration of Microsoft Windows Servers, System Center, Citrix presentation services, McAfee anti-virus protection, Data Centre virtualization, firewall devices, Active Directory, MS Exchange and MS Lync;
- Provide technical support maintenance for network printing and scanning facilities. Including black/white, color and multi-function devices across all locations;
- Lead key projects and rollouts;
- Provide after-hours technical support as required; and
- Contribute to the overall technical direction of the company's systems.

SKILLS

- **Strong people skills.** A team player with a proven ability to build relationships at all levels of an organization.
- **Strong communication skills.** Demonstrated in written and verbal reports, presentations, and meeting facilitation.
- **Responsiveness.** Ability to anticipate needs and commit to respond in agreed time frames.
- **Innovator.** Proven ability to identify, evaluate and develop new ideas and support with results.
- **Deliver on commitments.** Ability to set clear objectives and deliverable goals.

QUALIFICATIONS

- Information Technology diploma at an accredited college or equivalent in professional experience
- Minimum 3 years hands-on experience supporting a Windows Server environments for a mid to large size organization
- Thorough understanding of Intel based network server infrastructure
- Ideally the candidate would have hands-on experience supporting Microsoft Office 365, Active Directory, System Center, Lync, Citrix Xenapp Server and Receiver, McAfee EPO, Juniper Netscreen firewall, and LDAP
- Knowledge of TCP/IP, routing and switching, DNS, DHCP, FTP, SSL, LDAP, IPNat, SNMP, SMTP, Citrix, and WAN Acceleration
- Familiarity with NetApp, VMWare VSphere and vCenter an asset