



## About Us

Qualico is a fully integrated real estate development company with offices in Winnipeg, Calgary, Edmonton, Vancouver, Regina, Saskatoon, Austin and Dallas-Fort Worth, Texas.

Since its inception in 1951, the company's activities span the entire real estate spectrum and include residential land acquisition and development, single-family and multi-family home divisions, commercial and industrial development, property management, concrete ready mix, building supply and manufacturing divisions. To learn more, click [here](#).

At Qualico, our people make the difference. We offer an exciting place to build your career with competitive compensation and benefit packages, company matching RRSP/DPSP program, employee home purchase program and retail discounts

## Job Overview

Reporting to the Director, IT Infrastructure & Cyber Security, as the **Network/Systems Administrator** you will install, configure, troubleshoot and monitor both physical and virtual servers. You also perform necessary maintenance to support system availability and functionality.

Your day-to-day responsibilities will include:

- Configuring and installing various network devices and services, including routers, switches, firewalls, load balancers, VPNs, VOIP phone systems and desk phones.
- Monitoring and verifying the integrity and availability of hardware, server and network resources, systems and key processes. Reviewing system and application logs, and ensuring completion of scheduled jobs.
- Evaluating emerging technologies and identifying opportunities to upgrade, stabilize or improve existing server or network infrastructure to ensure on-going high performance and supportability.
- Creating and maintaining comprehensive documentation as it relates to server and network topology, equipment and configurations.
- Providing daily system remediation, break fix activities, and working with vendors to resolve issues.
- Administering and supporting server environment, including deployment, patch management, security configuration and troubleshooting.
- Supporting and maintaining the physical or virtual environment according to vendor, industry, internal standards and best practices, including Citrix, Cisco, VMware and Microsoft.
- Providing Tier 3 support per requests from the Technical Support group.
- Providing after-hours support for infrastructure emergencies and occasional maintenance.

As our ideal candidate, you are...

- Organized; you effectively manage your time while balancing multiple priorities.
- A strong communicator; you clearly express your thoughts in conversation and in written communication.
- An active listener; you seek to understand and listen to others in a non-judgmental way.
- Detailed oriented; you focus on detailed accuracy when dealing with a high volume of work.
- A team player; you contribute as a team member and share equally in the exchange of ideas, concepts and process outcomes.

## Essential Requirements

- Degree/Diploma in Computer Science, Business Analysis, or equivalent.
- Minimum 3 years of network administration experience.
- Minimum 3 years of Windows Server and Cisco CLI experience.

- Experience working with Backup Technologies
- Satisfactory verification of criminal record check.
- Proof of COVID-19 vaccination.
- Advanced knowledge of IT applications, processes, software and equipment.

### **Preferred Requirements**

- Industry certifications including A+, N+ or MSE, CCNA/CCNP, Cisco Server and IBM SAN experience are an asset.
- Previous experience with Citrix XenApp and XenDesktop experience, and deep understanding of networking and routing protocols: BGP, OSPF and EIGRP is preferred.

### **What We Value**

- Creating trusting and successful working relationships.
- Taking responsibility for the outcome of decisions and actions.
- Cooperating with team members in a supportive and respectful manner.
- Setting clear, measurable and achievable goals.
- Staying current with technical job skills.

### **Work Conditions**

You will primarily work in an office setting during regular business hours. Work outside of regular business hours and overtime may occasionally be required.

Qualico is committed to the health, safety and wellness of its employees and the community. By continuing our commitment to maintaining a safe and healthy workplace, Qualico has implemented a COVID-19 Vaccination Policy that requires all employees in Canada to be fully vaccinated. Proof of vaccination, in the form of a provincially recognized document, must be submitted as a condition of employment. Our policy allows for accommodation in cases of valid medical or religious exemptions. Information related to proof of vaccination or exemption will be kept confidential.

Candidates being considered will be contacted. We thank you for your interest. Join our [Talent Community](#) to stay up to date on job opportunities and to find out why we have the best reasons to come to work every day.

**Closing Date:** January 25, 2022

[Apply Here](#)