BTI | BUBBLE ○
Technology Industries

NETWORK ADMINISTRATOR
(Category: Permanent, Full-Time; Location: Chalk River, Ontario)

BTI is a dynamic company with world-renowned expertise in radiation detection, addressing applications in the defence, homeland security, space, industrial, and medical sectors. BTI is seeking a Network Administrator to support the installation, configuration and maintenance of BTI's network. The network administrator will recommend and evaluate improvements to the network to meet current and future business requirements. The network administrator will maintain documentation of the network and all changes made to the network.

Candidates must meet the following profile:
− Due to security requirements, the candidate **must** be a Canadian or US citizen, or a permanent resident of Canada, and will be required to provide a criminal record check as a condition of employment.
− Minimum of a diploma in Computer Science or Management Information Systems supplemented with one or more courses in current technology.
− Proficient in Windows and Linux network configuration and management. MCSA or MCSE certification is a strong and desirable asset.
− Considerable (3-5 years) and current experience as an Administrator on a medium-sized network of servers, desktop systems (~100 systems) and communication devices using current technologies.
− Demonstrated knowledge of the following operating systems: Windows 2016/2003 Server and Windows 10/7/XP.
− Hands-on knowledge of the procedures used in the installation, maintenance and repair of IT hardware and software, with excellent abilities in system configuration management.
− Supervising, coaching, and mentoring of network services assistant position.
− Excellent communication skills, both written and verbal, in English.
− Excellent customer service/help desk-related skills for internal staff members.
− Ability to manage multiple projects and tasks simultaneously with excellent efficiency and accuracy.
− Excellent troubleshooting skills, organizational skills and accountability.
− Responsibilities may require occasional evening and weekend work in response to needs of systems being supported.

Interested candidates must electronically submit a cover letter, résumé, copy of relevant transcripts, and contact information for at least two professional references to:

Bubble Technology Industries
Attn: Human Resources, Ref. #AD-11-2018-001
31278 Highway 17, P.O. Box 100
Chalk River, Ontario, Canada, K0J 1J0
E-mail: hr@bubbletech.ca

Only those candidates granted an interview will be contacted. No phone calls please.

Accommodations for candidates with disabilities are available on request.

Visit us on the web at www.bubbletech.ca