



## **Network Administrator** **Information Resources Department**

Permanent unionized position

Full time - 37.5 h / week

Salary range for 2025: \$88,242.03 to \$109,837.05

The Jacques Cartier and Champlain Bridges Incorporated (JCCBI) is looking to expand its team to oversee the management, repair and maintenance of road-traffic and active-mobility infrastructure in Greater Montréal.

### **Our community**

JCCBI is a cohesive team with a united voice that connects through cooperation and a culture of mutual support and innovation to achieve its goals. Choosing a career at JCCBI means joining a network of experts who innovate and uphold the sustainability of Greater Montréal's iconic infrastructure. The goal of JCCBI's team is also to create connections that join one side of the Island to the other, promote human and economic activity in the greater metropolitan area, and help JCCBI experts converge their talents.

### **The benefits of working at JCCBI**

JCCBI is a Crown corporation that provides excellent benefits, a work-life balance, and professional development opportunities. JCCBI is committed to workplace equity, diversity and well-being and organizes social and community activities for its community. Here are just a few of these benefits:

- Hybrid schedules: 3 days a week in the office and 2 days of remote work.
- Federal public service defined-benefit pension plan.
- 15 vacation days (after one year of service), 15 sick leave days, and 5 paid personal days.
- Comprehensive group insurance program.
- Reimbursement of sports activity fees.
- Continuing education program.
- Referral program.
- Partial reimbursement of monthly public transit pass or free parking.
- Offices near the Longueuil–Université-de-Sherbrooke metro station.
- Even more to discover!

### **Your duties**

JCCBI is looking for a **Network Administrator** to help fulfill the mission of the **Information Resources Department** which is stated as follows: Our department uses its expertise to deploy, incorporate, and leverage technologies and information to support best practices in decision-making.

### **Main duties**

Reporting to the Manager, IT Operations, Integrated Information Management, you will play an important role in the administration of the computer network and systems, while coordinating day-to-day user support.

You will mainly be responsible for the design of the network and hosting architecture as well as for the development, obsolescence management, support, change management, and the ongoing operational and security conditions for the corporate infrastructure and intelligent transportation system infrastructure, in collaboration with the Operational Security Analyst and the Business Applications Analyst. You will prepare the technology development roadmap and oversee the contracts for licenses and professional services in your area.

- Effectively manage network infrastructure such as switches, routers, firewalls, Wi-Fi terminals and controllers, and remote access management (VPN).
- Manage the network monitoring environment, such as Zabbix.
- Ensure the monitoring, maintenance, availability and upgrading of IT systems, including client workstations, network infrastructure, servers and storage, and backups.
- Work closely with the Operations and Maintenance department to ensure the monitoring, maintenance, availability and evolution of the intelligent transportation systems infrastructure.
- Effectively manage the Azure and Office 365 cloud computing infrastructure, such as Exchange Online, Teams, Intune, AutoPatch as well as directory services (ADFS).
- Effectively manage server and storage infrastructure such as the Windows Server environment, Nutanix, VMware and Veeam.
- Support project teams in planning and implementing IT infrastructure changes.
- Document the procedures, configurations and inventories of the Corporation's IT assets.
- Transfer required knowledge to Level 1 support.
- Coordinate the technical and organizational link with Level 1 support.
- Act as a resource person to transfer information and provide training to support technicians and ensure compliance with procedures.
- Propose and lead projects to improve IT infrastructure to optimize the efficiency of IT operations.
- Demonstrate thoroughness and good communication to manage problems and changes and conduct post-mortem analyses specific to your area.
- Help develop internal service agreements with business function owners to clarify roles and responsibilities when it comes to the use of technology solutions in your area.
- Define and deliver key performance indicators for technology infrastructure systems.
- Be open and available to provide outstanding professional and technical support to users based on their needs.
- Work closely with the IT security team to identify vulnerabilities in the IT infrastructure, support intrusion testing, and apply security patches.
- Manage the maintenance and scalability of strategy of the backup, disaster recovery and redundancy strategy in line with changes to the infrastructure, in collaboration with the security team.
- Anticipate needs and oversee upgrades to the technological infrastructure by structuring the roadmap for projects and operations in this area.
- Perform capacity and performance planning analyses to maintain a high degree of performance and IT infrastructure uptime.
- Perform other related tasks and duties.

### **Experience and education**

- Bachelor's degree in computer science with a minimum of five years of experience as a Network or Systems Administrator or a College diploma in computer sciences with a minimum of 10 years of experience.
- Excellent knowledge of IP networks, Fortinet and Cisco products, Windows Server management, active directory, Nutanix and VMware hyperconverged technologies, Veeam backup solution, Azure, Microsoft 365 and SharePoint.
- Very good knowledge of VoIP telephony, DNS management and VLAN configuration; knowledge of WAN.
- Demonstrate documentation and reporting writing skills, including impacts/risks and mitigation.

### **Assets**

- Have recognized Cisco certification such as CCNA.

### **Key skills**

- Show initiative and demonstrate good organizational skills.
- Demonstrate an ability to manage multiple projects at once.
- Demonstrate leadership, proactive communication, good team spirit, analysis and synthesis skills, discipline, and adaptability.
- Ability to communicate verbally and in writing in both official languages.

### **Specific work conditions**

- Provide emergency operational support, including activating back-ups in emergency situations (this support may be necessary outside of work hours).
- Share evenings and weekends with colleagues and be available on site within an hour in the event of a major incident.
- On-site presence shared with colleague from 8:15 a.m. to 4:30 p.m., Monday to Friday.

**Bridge your career. Take the first step to become an essential part of our community. Send your resume and cover letter to:**

**Emily Mendoza**, Consultant

**[PIXCELL - Leaders recruiting leaders](#)**

(514) 427-1368

[emily@pixcell.co](mailto:emily@pixcell.co)

Find out more on JCCBI's **[Careers](#)** page.

JCCBI is an equal opportunity employer. We encourage applications from First Nations people, women, racialized people, and people with disabilities. Our offices are also accessible for people with disabilities or functional limitations.