

NETWORK ADMINISTRATOR

As a member of the Information Systems group, you will ensure the stable operation of API Systems and network infrastructure; this includes planning, developing maintaining, supporting and optimizing all systems hardware, software and communication links.

KEY RESPONSIBILITIES AND DUTIES:

1. Investigate, recommend and install enhancements and operating procedures that optimize network and systems availability.
2. Perform network and systems backup and disaster recovery.
3. Manage and support Documentum, Citrix and VMware environments to diagnose and resolve system and end user problems.
4. Identify utilization patterns and their effect on operation/system availability and performance expectations.
5. Various databases and general computer systems environment management including sizing, performance tuning, system health and security administration.
6. Investigate user/system problems, identify their source, determine possible solutions test and implement solutions.
7. Manage system evolution to meet corporate requirements and leverage new functionality.
8. Maintain accurate and up-to -date system and network documentation including SOP's work logs, work requisitions, disaster recovery plans.
9. Troubleshoot and resolve system and network security issues including Firewalls and Intrusion prevention.
10. Maintain and audit security logs.
11. Special IT related projects as determined by Management.

EDUCATION/JOB REQUIREMENTS:

1. University degree in computer science or related field.
2. 3 to 5 years experience in similar work environment.
3. Microsoft and Cisco certifications.
4. Demonstrated ability to manage complex networked environment.
5. Advance level of hands on experience with latest IT technologies like Citrix, VMware, Documentum, exchange, Cisco and storage services.
6. In depth technical knowledge and experience of Cisco, Microsoft, Citrix, VMware and Documentum systems administration.
7. Good interpersonal and communication skills.
8. Familiarity to work in a GMP environment.

Apotex Pharmachem offers a highly competitive salary and incentive package with excellent benefits and promotional opportunities from within the company.

If you are interested in a career with opportunities, please forward your resume with a covering letter to our Human Resources Department quoting the position title to: careers@apotexpharmachem.com or fax # (519) 753-3051.