Server & Cloud Administrator

fundserv certainty.

GREATER TORONTO'S TOP 2021 EMPLOYERS

2021 SME CANADA'S TOP SMALL & MEDIUM EMPLOYERS

Who are we?

Have you ever wondered what makes trading and settlement possible in Canada? It's Fundserv—the online ecosystem that ensures every fund transaction is processed timely, accurately and securely. We're an online hub that electronically connects manufacturers, distributors, and intermediaries, enabling them to buy, sell, and transfer investment funds.

Our Culture & Values

Fundserv is guided by our four core values: Collaboration, Adaptability, Integrity, and Respect. Because above all else, Fundserv CAIRs:

- Collaboration
- Adaptability
- Integrity
- Respect

Benefits & Perks

Fundserv provides a comprehensive benefits plan that includes the following:

- Health care spending account
- RRSP with employer match
- Annual performance pay
- Fitness reimbursements
- Employee discount program
- Charitable donation matching
- Flexible hours & remote work options

To better support our employees during Covid-19, we've expanded our benefits:

- Virtual social events including escape rooms, online trivia & games
- Corporate-wide mental health days
- Subscription reimbursement for fitness, nutritional, and mental health apps

Location:
Downtown Toronto

Reports to:
Director, Cybersecurity

Department:
Corporate IT

Fundserv is an equal opportunity employer. We welcome and encourage applications from individuals with disabilities. Accommodations are available on request – please let us know how we can meet your needs.

The Opportunity

Fundserv is embarking on a multi-year, multi-million dollar technology transformation program that focuses on currency, resiliency, security and agility. This ambitious transformation will completely redesign every façade of Fundserv's platform. We follow the Agile methodology principles, the collaborative practices of DevSecOps and will be leveraging the latest technologies and tools, such as a hyper-converged infrastructure, software-defined network, cloud, containers and APIs, enabling Fundserv to serve the industry better, and adapt to this ever-changing technology and investment landscape.

The Server & Could Administrator will focus on supporting, designing and improving the corporate server and cloud infrastructure. This includes installing, configuring, diagnosing, repairing, maintaining, and upgrading all corporate server and cloud platforms to ensure optimal performance and sustainability. This role will also actively support current and future cloud application modernization initiatives. This individual will troubleshoot problem areas in a timely and accurate fashion to provide end-user assistance where escalation is required. The Server Administrator will also supplement the Corporate IT Service Desk by assisting with various corporate initiatives. This role will be required to provide 24/7 support on a rotational basis. In this role, you will:

- Maintain Windows server system installation, upgrades, patch management
- Act as a central point of administration for Fundserv corporate applications, such as, Office365, Azure, Active Directory, DNS, DHCP, SharePoint, VMware vSphere 6.x, Microsoft SQL 2008R2, 2016, Rubrik
- Support current and future cloud computing initiatives and implementations
- Administer and enhance the Microsoft Azure and other SaaS, IaaS platforms
- Monitor, administer and improve the VDI and physical corporate Windows server infrastructure
- Act as a server and cloud SME for internal projects
- Administer and verify corporate production backups daily basis
- Act as a central point of administration & escalation for Fundserv corporate applications
- Support and execute business continuity strategies for corporate computing environment
- Automation and scripting through R&D to identify areas for improved productivity and reduced administration.
- Provides support for application configuration and break/fix within physical and virtual desktop computing environments.
- Provide hardware configuration and break/fix support
- In conjunction with the IT Service Desk Administrator, investigate high impact issues to determine root cause analysis
- Support corporate mobility initiative such as phone and laptop refreshes

Why YOU are the person we're looking for

- Diploma/Degree in Computer Science or related discipline
- 5+ years of relevant Server administration
- 3 years experience in Designing, implementing and Administering MS Azure
- 3-5 years experience in PowerShell scripting & automation
- 3-5 years of exchange and SharePoint online
- Microsoft MCSA, MCP Certified, Microsoft Certified: Azure Administrator
- Microsoft Exchange online Active Directory, SharePoint, Cisco VOIP 10.x, Windows 10, Windows server 2008R2/2012/2016, SQL server 2008/2012/2016
- Microsoft Azure, Office 365 and other SaaS, IaaS related platforms
- Knowledge and experience with SharePoint Online
- Experienced in application virtualization and on-premise to cloud-based migrations.
- Intermediate to Advance knowledge of VMware Esxi and related technologies

If this sounds like you, apply today at hiring@fundserv.com.