



**Bull, Housser
& Tupper LLP**

POSITION DESCRIPTION

POSITION: Senior Systems Administrator

Bull, Housser & Tupper LLP has been offering legal services to local, national, and international clients for more than 125 years. We have 100 lawyers and 150 support staff in our downtown Vancouver offices. As the Senior Systems Administrator you will be responsible for the architecture, design, implementation, and management of critical systems within our corporate infrastructure.

These systems include a variety of office productivity, messaging, communication and legal support specific servers and applications. Services run on a local and a remote disaster recovery site running under VMWare with SAN storage.

In a recent study, Bull, Housser & Tupper was ranked 12th among the 50 Best Small & Medium Employers in Canada.

Responsibilities:

- Architecture, design, implementation and management of all aspects of a VMWare VSphere environment including support for a remote disaster recovery location.
- Architecture, design, implementation, and management of Windows based applications, including
 - Corporate-wide Active directory infrastructure
 - Exchange 2007/2010 messaging and collaboration services,
 - Sharepoint Services
 - SQL Server database services.
- Provide the leading technical roles on projects of medium to high complexity;
- Evaluate and recommend updates and new implementations for server infrastructure
- Produce design and maintenance documentation;
- Assists Director with strategic planning for the future computing within the firm, including open-source and thin-computing initiatives

Requirements:

- Have a solid understanding of the architecture, design, implementation and management of all aspects of VMWare Virtual Infrastructure technology.
- A thorough understanding of i-SCSI SAN technology and other networking requirements related to the VMWARE VSphere environment;

- Have a solid understanding of the architecture, design, implementation and management of all aspects of Microsoft Windows operating systems and application services including Active Directory 2003/2008, Exchange 2007/2010, Sharepoint and SQL.
- Familiarity with the fundamentals of IT security, and security hardening practices;
- Knowledge and experience with a Cisco switching environment;
- Good communication skills; ability to interact positively with lawyers and staff;
- Plan and lead hardware and software migration and upgrade efforts;

Qualifications:

- 5+ years system administration experience in a corporate multi-platform, multi-vendor environment;
- Diploma or Degree in Computer Systems;
- Appropriate Microsoft Certifications or equivalent practical experience;
- VMWare Certifications or equivalent practical experience;
- Design and administration experience with Active Directory and Exchange mail and collaboration services in a corporate environment