

PERTH AND SMITHS FALLS DISTRICT HOSPITAL

INTERNAL JOB POSTING

CUPE

DATE: MARCH 20, 2020

POSITION: SYSTEMS OPERATION ANALYST  
TEMPORARY FULL TIME

SUMMARY OF DUTIES:

The Systems Operation Analyst, under the direction of the Vice President - Corporate Services & CFO, provides technical and operational support for all computer hardware and all computer software. The incumbent also provides support to HIS users regarding troubleshooting and peripheral maintenance, to the Systems Support Specialist in the support of day to day activities and to the Analysts in training requirements, software issues and troubleshooting within each module. The incumbent also makes recommendations to management in terms of hardware/software acquisitions, implementation and maintenance, data management, physical and system security and other related infrastructure components.

EDUCATIONAL REQUIREMENTS:

MANDATORY

- Degree or Diploma in Computer Science or Technology
- Microsoft Certification

PREVIOUS EXPERIENCE REQUIREMENTS

- Exposure to structured programming techniques
- Good analytical and problem-solving skills
- Good interpersonal and communication capabilities
- Competence with Meditech's software routines and functionality
- LAN/WAN Management.
- Minimum of 3 years of Windows Server Experience
- Experience supporting Active Directory and Group Policy and supporting Exchange environment
- Experience with virtualization software (eg VMware, Microsoft HyperV)
- Experience supporting Citrix Presentation Server
- Experience with Blackberry Enterprise Server
- Experience with Numara Track-It
- Experience implementing and supporting HL7 interfaces

SHIFTS: DAYS

Subject to scheduling changing as per Management Rights, Article 2.

SALARY: \$36.234-\$36.921-\$37.604-\$28.292-\$38.977-\$39.661

CLOSING DATE: MARCH 26, 2020 AT 4 P.M.

Applications shall be in writing, directed to Human Resources, S.F. Site, quoting the position applied for.

*Janya*  
Human Resources