

At the KeyTech Group of Companies we believe the key to future growth is expansion and diversification through our subsidiaries. We have always been the principal investor in Bermuda's communications infrastructure... **Unlocking a world of connections!**

# Key Management

Services Limited

## Network Administrator (Level 3)

**Key Management Services Limited** ("KMS") provides comprehensive management services to all of the companies within the KeyTech Group of Companies. These services include, but are not limited to, human resource management, information technology, financial and premise management services. KMS is a member of the KeyTech Group of Companies.

KMS has an exciting career opportunity for an experienced **Network Administrator (Level 3)** with strong technical and analytical skills to join the IT Division. This level of network administration requires a solid working knowledge of Windows Server 2008+, Exchange 2007+, Sharepoint 2007, Citrix XenApp 6+, VMware 4.1+, SQL Server 2005+ and Cisco infrastructure environments, ensuring performance levels are at or above the Enterprise's Information Technology standards.

The Network Administrator will be responsible for all aspects of network communications at the enterprise level, including but not limited to desktop computers, Local Area Networks, Wireless Networks and Communication with remote enterprise installation, problem solving, technical training and network security.

### Essential Responsibilities will include (but are not limited to):

- Provide network implementation and active support of all Network Services
- Implement and provide proactive support for EVA blade and SAN infrastructure environments
- Provide proactive support for operations and carry out problem resolution that includes preventative measures to minimize future incidents whilst meeting customer and/or application demands
- Manage daily administrative activities associated with the Internet, Intranet, LAN, WAN and their connectivity via wireless broadband and dialup connectivity
- Manage capacity of technical infrastructure in order to support current service demand and future service requirements and conduct infrastructure configuration management in order to ensure applications are running at peak performance
- Write and update network documentation and procedure manuals and provide technical training and documentation to support staff
- Assist Manager with the department administrative functions

- Manage network projects and assemble teams to successful completion and provide project tracking ensuring projects and daily work schedules are met
- Monitor IT activities and report any violations to ensure compliance with the enterprise's security policies and procedures

### The successful candidate will have the following qualifications and experience:

- Bachelors Degree in Computer Science or equivalent with a minimum of eight (8) years relevant experience
- Active Directory and Server certification (MCSE), Infrastructure and Networking certification (CCNA or CCNP)
- Working knowledge of ITIL processes and procedures, with exposure to and use of the full software development life-cycle
- A strong understanding of network technology and communications programming techniques and a broad range of relevant multi-user computer systems, applications, and/or equipment
- A sound and demonstrable knowledge and understanding of the telecommunications industry would be an asset

The IT Division is a 7 x 24 environment. This role requires the need to be flexible with work hours and ability to adjust to meet the needs of any given situation. Interested persons should apply with a cover letter and detailed resume via email to [keycareers@keytech.bm](mailto:keycareers@keytech.bm). All correspondence should be marked to the attention of the:

*Human Resources Manager Recruitment*  
*Key Management Services Limited*  
*Department of Human Resources*  
*30 Victoria Street, Hamilton, HM 12*

**Closing Date: October 24<sup>th</sup>, 2012**

The KeyTech Group of Companies is committed to maintaining a substance free workplace. Applicants will be subject to pre-employment substance screening prior to receiving an offer of employment.