



The Children's Aid Society
OF HAMILTON

Serving Hamilton's children and families since 1894.

La Société d'aide à l'enfance
DE HAMILTON

Au service des enfants et des familles de Hamilton depuis 1894.

EMPLOYMENT OPPORTUNITY

The Children's Aid Society of Hamilton was established in 1894 as a not-for-profit charitable organization, mandated under the *Child, Youth and Family Services Act* of Ontario, focusing on the well-being and protection of children. The Society is committed to the strengthening of families, while valuing diversity and promoting equity.

We are dedicated to building a workforce that reflects the diversity of the community in which we live and serve. The Society encourages applicants from all qualified individuals.

We are currently seeking a skilled and committed individual to join our team as a:

INFORMATION SECURITY ADMINISTRATOR

Regular Full Time (34 hours per week)

Reporting to the Supervisor of I.T. Infrastructure Management, the Information Security Administrator is responsible for security initiatives in areas of planning, designing, implementing and management of security systems, in support of information technology and software application initiatives across the Agency.

Major Responsibilities:

- Install, maintain and use Information Security tools such as vulnerability scanners, SIEM, event logging, IDS/IPS;
- Maintain and monitor all Business Continuity Systems and Procedures;
- Manage patch management systems for all software;
- Provision and monitor all network access and control systems including user and group security
- Conduct, assess and action vulnerability scans, penetration tests, threat risk assessments;
- Monitor security events, investigate incidents, and ensure exploitable vulnerabilities are mitigated;
- Monitor and update all server and client software system including: Windows Server 2012 and 2016, Windows 10, Linux and other network appliances;
- Act as the primary technical resource for all level 3 and above tickets and issues;
- Manage and continuously audit processes and documentation to seek out new ways to improve security;
- Assists in developing and maintaining policies, procedures, technical standards and methods as it relates to security administration.

Key Qualifications:

- University Degree in Computer Science, Information Technology, Engineering or related field (or equivalent combination of education and experience)
- Minimum 5 years or relevant work experience in network and security administration
- Strong understanding of network technology, protocols, and tools including: BGP, OSPF, routing, firewall rules and ACL's, VLAN's, load balancing, VPN, Wireshark
- Hands-on experience with network hardware and software from vendors such as: Cisco, HP, Aruba, Fortinet
- Knowledge and experience of virtual networks (VMWare or HyperV);
- Experience working with Network and System Management tools such as: Nagios, Cacti, Zabbix, ELK, LibreNMS, SCCM, Ansible, Freshdesk or other web based ticket systems;
- Strong understanding of the Microsoft Office 365 cloud environment including Azure;
- Ability to work after-hours on projects and maintenance tasks and participate in on-call rotation

All employees of the Society are expected to demonstrate respect, empathy, and accountability to the children and families we serve and each other.

Interested applicants should submit a current resume to careers@hamiltoncas.com or by or Fax: (905) 522-1089, clearly indicating the Job Posting Number (**File #034/19**) by **November 1, 2019**

Applicants that may require accommodation due to disability during the selection process must notify Human Resources when contacted for an interview.