

## IT Junior Systems Administrator

InTime - Vancouver, BC

**Job Type:** Full Time

Interested in working in the fast moving and exciting tech industry? Have a passion for problem solving and database management? This job is perfect for a driven professional interested in honing their IT skills at a well-positioned SaaS company with 20 years of experience in our market. The opportunity consists of working within a tight-knit team to provide our industry leading software to public and private safety organizations in the US and Canada.

### Job Description:

- Installing and configuring hardware, software and networks
- Maintaining the virtual and physical servers for 24\*7 availability
- Regularly monitor system performance, security, connectivity and troubleshooting issues, as well as ensuring security of the IT infrastructure
- Documentation of systems and procedures
- Provide IT tech to internal users and external users of the company's business applications
- Setup and maintain internal user accounts, access, hardware and software requirements
- Work with Customer Success and Developers for installations and upgrades
- Manage the internal and cloud database provided to the customer
- Ensure the backup is taken on timely basis and available in case of any minor or major disaster
- Possibility of 24\*7 IT internal systems on-call support

**The Company:** With over 20 years in the industry, we are by no means a 'Silicon Valley Startup.' InTime is a profitable, well-positioned SaaS company with a growth hacker mentality. Our product is scheduling and workforce management software that caters specifically to public safety. You see, police don't operate on your typical 9-5 schedule and have complex rules that must be adhered to. We are not your generic scheduling software; we solve only the most complex scheduling problems



**The Perks:** In addition to a highly competitive compensation package including a comprehensive benefits plan and employee share ownership, we offer:

- Complimentary and nutritious lunches at the office
- High quality espresso and hot drink facilities
- Excellent gym and bike storage
- Ergonomic office environment, including stand-up desks
- Subsidized personal phone plans & transit passes
- Positive, fun and non-judgmental atmosphere

**The Office:** Our office is in a great, central location overlooking Hotel Vancouver and Robson Street in downtown Vancouver. We are fun-loving and hardworking group who embrace our individual strengths but work together as a dedicated team. We are all highly ethical, broad-minded, confident and respectful people above all else.

We maintain an effective, but informal 'open door' organizational structure. We do not believe in unnecessary formal meetings and, instead, try to make things happen through fluid team work and open communication.

**Required Experience:**

- 2 year post-secondary IT diploma or relevant experience
- Knowledge of Oracle and/or MSSQL
- Working experience with Centos/Redhat Linux
- Amazon AWS or Azure experience is an asset
- VMware vSphere
- Microsoft Certification or equivalent
- Ability to multi-task and work under pressure

**Background:**

- Minimum Canadian citizenship level: permanent resident
- No travel restrictions to the USA
- Able to comply with a full background check as a condition of employment

**To Apply:** Email Jay at [jawram@intimesoft.com](mailto:jawram@intimesoft.com) with 'IT Junior Systems Admin' as your subject line.

**Learn More:**

Website: <https://intime.com>

What is it like to work at InTime? <https://intimesoft.wistia.com/medias/8yfxvwv76i>

