



# SPECIAL CONSTABLE - SYSTEMS ADMINISTRATOR

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**COMPETITION: #1832-50151005**

**STATUS:** Regular full-time  
**HOURS OF WORK:** 6:30 a.m. to 6:30 p.m. Tuesday to Friday  
**SALARY:** Pay Grade 275 - \$42.05 - \$49.68 / hour (VPU rates)  
**UNIT:** Special Operations Unit, Tactical Support Section (TSS), Investigation Support Services  
**CLOSING DATE:** Thursday, June 28, 2018

Responsible for performing all technical functions in the Tactical Support Section and providing computer network planning, installation, support, and problem resolution services to the organization.

## ESSENTIAL DUTIES

- design, implement, secure, and support networking solutions for TSS remote computing:
  - creation of VPN infrastructure
  - management of remote devices
  - support remote users and devices
- research, plan, implement, and support of TSS systems
  - perform regular hardware and software maintenance
  - manage user access and permissions to TSS resources
  - manage back-ups, retention, and disclosure of data
- design, implementation, and support TSS security infrastructure
  - network access control
  - Checkpoint and Cisco firewalls
  - IPS solutions
  - ACLs, data encryption, anti-virus
- preparation and maintenance of technical documentation
- other related duties and responsibilities as assigned

## KNOWLEDGE, SKILLS, AND ABILITIES

- familiarity with Microsoft Windows, Linux and virtualized server platforms
- understanding of data networking protocols, services, software and hardware
- knowledge of telecom infrastructure and protocols
- working knowledge of QOS policies
- familiarity with M2M and IOT devices and communications
- demonstrated ability to communicate clearly and effectively (oral and written)
- excellent troubleshooting skills, and ability to learn new tasks
- strong customer service delivery attitude
- proven ability to organize work, exercise judgment, use initiative, and perform duties in an independent and confidential manner
- excellent interpersonal skills and ability to work co-operatively in a team-oriented environment
- ability to interact with others tactfully and effectively in person, by telephone or in correspondence



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## EXPERIENCE

- Minimum of five years' of experience in networking design and support

## EDUCATION

- REQUIRED: post-secondary degree in a computer/telecom-related technology
- PREFERRED: Cisco certifications

## OTHER REQUIREMENTS:

- valid Class 5 BC driver's licence
- must be able to obtain and maintain a valid security clearance, including a polygraph examination
- all employees must maintain their enhanced security clearance while employed with the Vancouver Police Department, which will be renewed every five years

## SELECTION PROCESS:

Candidates will be required to take a written exam with a passing mark of 70%, and pass a polygraph examination.

This position falls under the jurisdiction of the Vancouver Police Union.

Applicants should submit a resume via email to [vpd.civilian.jobs@vpd.ca](mailto:vpd.civilian.jobs@vpd.ca) by 4:30 p.m. of the closing date. **The competition number must be indicated in the subject line of the email.**