

## **IT SYSTEMS ANALYST – CAMROSE POLICE SERVICE**

The Camrose Police Service is seeking an IT Systems Analyst who will be responsible for implementing IT and communications systems to support the Police Service and advancing 9-1-1- Center. The successful candidate must be able to plan, direct and manage the quickly evolving technology requirements in an emergency communications environment. This position requires hands on participation in all technical activities.

### **PRIMARY FUNCTIONS:**

- Leads/Assists with technology procurement process. This includes writing and evaluating Requests for Quotes, Proposals, and Information (RFQ, RFP, RFI) for technology solutions that align with business needs
- Ensures adherence to industry standards and specifications
- Recommend improvements to existing data, applications and current infrastructure
- Install and assist with implementation and maintenance of service approved software, databases and workflows
- Maintain existing infrastructure (workstations, peripherals, servers, storage, security, voip, and networking) and determine the need for patching, repairs, maintenance, evergreen, and capacity planning
- Provides support and maintenance of 9-1-1 communications and computer aided dispatch information technology systems
- Diagnose hardware and software failures on mission critical infrastructure and develop timely solutions
- Monitor network, server, and security logs for anomalies
- Assist Police administration with requirements for budget cycles

### **QUALIFICATIONS:**

- Minimum 4 years of experience in a related field
- Post-secondary degree in computer science/computing
- Previous experience in law enforcement and/or 9-1-1 PSAP IT support would be an asset
- Advanced knowledge of Microsoft desktop and server operating systems
- Advanced knowledge of Linux/Unix operating systems would be an asset
- Previous experience with backup and recovery procedures
- Previous experience with DR planning, implementation and testing would be considered an asset
- Ability to lead and work as a member of a team in large scale projects
- Excellent interpersonal, written and verbal communication skills with the ability to communicate effectively to different levels of the organization
- A management approved equivalent combination of training, experience, and industry certifications may be considered

**HOURS OF WORK:** Hours of work are generally 7:30 A.M. to 4:00 P.M. Monday to Friday, including one hour lunch break and two fifteen-minute coffee breaks. Must be willing and responsive to 24/7 demands commonly originating within a public safety/9-1-1 PSAP environment.

**SALARY & BENEFITS:** The City of Camrose has a competitive salary and benefits model. The starting salary will be dependent upon the qualifications and experience of the successful candidate.

**APPLICATIONS:** Individuals interested in this position are invited to submit a cover letter and resume to the address below or in person by January 28, 2021 at 4:00 p.m. We appreciate and consider all applications; however, only applicants selected for interviews will be contacted

### **CONTACT:**

Camrose Police Service  
Attention: **Inspector** Brisson- [recruiting@camrosepolice.ca](mailto:recruiting@camrosepolice.ca)  
Address: 6220 – 48 Ave, Camrose AB T4V 0K6