



**POSITION:** Network and Infrastructure Specialist  
**STATUS:** Full-Time  
**LOCATION:** Kohl & Frisch Limited (Concord, ON)  
**REPORTS TO:** Manager Network, Infrastructure and Cybersecurity  
**DEPARTMENT:** IT

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Founded in 1916, Kohl & Frisch Limited has a solid reputation in the healthcare industry that distinguishes it as the only national, Canadian-owned and operated wholesale distributor. A family-owned company, it is one of Canada's leading national distributors and is the essential link between pharmaceutical manufacturers and healthcare providers. Kohl & Frisch is fully equipped to service large chain retailers, independent pharmacies, clinics, and hospitals for all their Rx, OTC, home healthcare, and front shop needs.

### **Primary Role of This Position**

The Infrastructure and Network Specialist is responsible for installing, configuring, administering, and documenting all Windows and Linux server infrastructure components within the Kohl & Frisch environment. This position requires intermediate/senior-level knowledge of server design, troubleshooting, and a good understanding of IT Security. This individual will be leading projects related to servers, applications, Microsoft Azure, and providing hands-on technical guidance, ensuring availability of all systems for the business.

**Location: Concord, ON**

**Hybrid: Onsite 3 days a week.**

### **Major Responsibilities**

- **Server Management (Windows and Linux):** Assume full responsibility for the lifecycle management of both Windows and Linux servers, encompassing installation, configuration, administration, maintenance, and performance optimization. The objective is to guarantee server robustness, security, and efficient operation.



- **Backup System Oversight:** Safeguard our data by rigorously managing backup systems, conducting regular backups, addressing any emergent issues, and verifying the integrity of our data recovery protocols.
- **Documentation and Instruction:** Develop comprehensive documentation for all operational processes, ensuring knowledge is meticulously captured and disseminated. Furthermore, provide instructive sessions to ensure the team is proficient in practices and protocols.
- **System Health Monitoring and Maintenance:** Formulate and execute maintenance strategies to maintain systems at peak operational efficiency. Monitor system health, collate performance statistics, and proactively address errors and alarms.
- **Security Event Monitoring:** Diligently monitor security events utilizing SIEM tools, collaborating closely with both internal and external entities to preemptively tackle and resolve threats.
- **Change Management Involvement:** Actively participate in the Change Management process, advocating for essential system updates and maintenance to ensure our infrastructure remains contemporary and competitive.
- **Network Hardware Administration:** Undertake the installation and management of critical network hardware devices, including firewalls, routers, switches, and access points, to ensure a stable and scalable network infrastructure.
- **Network Performance Enhancement:** Continuously evaluate and identify opportunities for improvements Page 2 of 2 within network hardware, configurations, and technological practices to enhance overall network performance and reliability.
- **AS400 Systems Support:** Manage the AS400 systems by ensuring consistent backups, timely updates, and the resilience of network and hardware operations, including the management of Mimix configurations.
- **On-Call Support Provision:** Offer after-hours support, including weekends, to address and resolve critical technical issues as they arise.
- **IT Infrastructure Setup and Troubleshooting Travel:** Be prepared to travel to various sites to apply expertise in setting up, configuring, and troubleshooting IT infrastructure, ensuring uniform operations across all locations.



## **Qualifications**

- Demonstrated expertise in network administration, underscored by a thorough comprehension of network infrastructure, server management, and security protocols.
- Proficient in managing both Windows and Linux server environments, with an emphasis on ensuring high availability and optimal performance.
- Experienced in the configuration, management, and troubleshooting of backup systems, with a staunch commitment to data preservation and recovery.
- Skilled in creating detailed process documentation and providing effective training on best practices and procedures.
- Adept in the utilization of SIEM tools for the proactive monitoring of security threats and the coordination of resolution efforts.
- Engaged in change management processes, with a discerning eye for identifying requisite system enhancements.
- Hands-on experience with a variety of network hardware devices, coupled with a proactive approach to network performance improvement.
- Familiarity with AS400 system support, ensuring their seamless integration and operational resilience within our network infrastructure.
- Availability for on-call support outside standard business hours and willingness to undertake travel as necessary to support IT infrastructure initiatives.

## **Education and Experience**

- College diploma, university, or equivalent experience in the field of IT system administration
- Minimum 5 years' experience working with enterprise server infrastructure
- Experience in troubleshooting Windows and Linux servers
- Azure Certifications
- Nice to have certifications but not required; CCNA, NSE 4, Azure
- Experience with Radius servers
- Experience with AS400 systems
- Cisco and Fortinet technologies



- Active Directory, DHCP and DNS
- Microsoft Azure, O365, MS Defender and Intune
- Backup and storage solutions

### **How to Apply**

If you are interested in applying, please submit a cover letter and a résumé to:  
[recruitment@kohlandfrisch.com](mailto:recruitment@kohlandfrisch.com).

***Please ensure you specify the job title, Network and Infrastructure Specialist, in the subject line of your email.***

*Kohl & Frisch would like to thank all applicants for their interest. Only those candidates who are selected for an interview will be contacted. Kohl & Frisch Limited welcomes applications from individuals with disabilities and provides accommodations upon request for candidates taking part in the selection process.*