



A WINDSOR ADVISORS COMPANY

VIRTUAL JOB FAIR

JUNE 2020

Windsor has multiple job openings at this time
You can directly apply for these position at:

<https://windsorresourcesllc.com/job-search/>

After you have applied for a position, one of our recruiters
will review your application and contact you.

Please continue to enjoy the presentation for more details
regarding our open positions.

INGEST OPERATOR

JOB DESCRIPTION

- Responsible for ingest and quality control of broadcast materials into all automation systems
- Ingest and QC of broadcast material into multiple server systems
- Operate routers, patch bays, waveform monitors, Vector scopes and encoding equipment
- Trim programming and enter timing information into Server Database
- Knowledge of internal tracking systems (i.e. Xytech)

REQUIREMENTS

- A.A. or B.A. Broadcast related degree and/or minimum of two years related work experience
- Experience in tape formats and equipment of a server based ingest system

MANAGER, CHANNEL OPERATIONS

DESIRED PROFILE

- Provide day-to-day leadership and direction for Multi-Channel Dept.
- Work closely with senior management and internal departments to facilitate communication, alignment and execution of key initiatives
- Participate in both strategic and tactical activities while ensuring that specified technical procedures and company policies are being satisfied

SKILL REQUIRED

- Experience partnering with others to develop and execute strategies, and track and measure results
- Excellent organizations and leadership abilities
- Outstanding communication and people skills, both written and verbal
- Working knowledge of data analysis and performance/operation metrics
- Familiarity with MS Office and various business software

QUALIFICATIONS

- Management experience
- Bachelor's Degree, preferred

VOIP CCIE COLLABORATION

DESIRED PROFILE

- Working with our Sales and Technical teams to prospect and develop Cisco Unified Computing and Virtualization opportunities including architecture design, implementation, and support opportunities
- Designing, staging, configuration, implementation, and support for Virtualized and/or UCS installations, as necessary
- Responsible for overseeing all Virtualized and Server opportunities
- Responsible for engaging Cisco Sales and Technical Contacts as required for knowledge and business development for Unified Computing
- Continuous assessment of Practice performance to enable changes to the business model and execution to realign as needed for optimal performance
- Assessment of technical skills and knowledge of Engineering Team to plan for training and certifications, as needed

SKILL REQUIRED

- Candidate must possess excellent verbal , written and presentation communications skills
- Exceptional client management skills, issue resolution and troubleshooting
- Strong organization skills and attention to detail in regards to Architecture Design, Bill of Material development, Project Planning and Documentation
- Ability to apply judgment, implement solutions, and resolve conflicts, all in a multi-tasked environment
- Ability to assist sales in a highly competitive field
- Ability to grow and cultivate a highly-performing technical staff

QUALIFICATIONS

- Minimum of five years of related Server and Virtualization Architecture Design and Implementation experience for mid-size and enterprise environments including:
- Cisco Unified Computing Servers
- Nexus Core Switch Portfolio
- Storage Area Networks including EMC, NetApp and Dell (preferred)
- Cisco Unified Contact Center Enterprise (preferred)
- VMWare 6.x (required)
- Maintain a thorough understanding of the Internet (DNS, Security, IP Routing, HTTP, SPAM, etc.)
- Installing, supporting and maintaining new server hardware and software infrastructure
- Managing email, anti-spam and virus protection (preferred)
- Configuring and installing client and server network software for upgrading and maintaining network and server systems.
- Maintaining multi-site network operations and software applications, operating systems and regular maintenance.
- Virtualization architecture design, implementation and support

ADMINISTRATIVE COORDINATOR

JOB DESCRIPTION

- Meet and greet
- Answers phones
- Work Orders (for building repairs and tenants needs)
- Posting payments when rent is due

REQUIREMENTS

- Excellent customer service skills
- Ability to multitask
- Work well under pressure
- Detail oriented
- Excellent data entry / computer skills

BROADCAST ENGINEER

DESIRED PROFILE

- Technician in a broadcast television facility
- Previous participation in large system integration projects including physical equipment installation, wiring, and configuration

SKILL REQUIRED

- Experience with installing RJ45, COAX, DIN, and F type connectors
- Knowledge of broadcast television standards including NTSC, ATSC, and PAL
- Previous system design experience is a plus
- Experience with digital test equipment such as Waveform Monitors, Loudness Meters and VANC analyzers
- Ability to read CAD signal flow drawings and create diagram in Visio
- Familiarity with IT hardware, networks, and Microsoft Windows OS

QUALIFICATIONS

- Associates degree in Electronics or Computer Science. Equivalent experience will be considered
- SBE Certification
- Net+ Certification
- Cisco CCNA

MASTER CONTROL OPERATOR- LIVE

JOB DESCRIPTION

- Responsible for contributing/monitoring all technical broadcast activity/operation of all Live Events
- Responsible for Live Events and technically capable of patching, routing, and operating pertinent equipment in the network operations area
- Skilled in the technical execution of scheduled Live Events ensuring feed/signal integrity for air
- Responsible for FAX out of Live Transmission from site/studio
- Consults with Teleport to confirm correct video/audio feed signal prior to air
- Proficient in Live Event recovery at the conclusion of each event to return Network playlist on time & for maintaining on-air integrity and continuity during Live Events and server play out
- Aggressive monitoring of network transmissions for quality control
- Solve/troubleshoot problems in a crisis situation, i.e., perform disaster recovery procedures
- Provides support to the Live Operations Team by assisting with training initiatives
- Provide shift relief for Broadcast Coordinators when necessary

REQUIREMENTS

- High School diploma
- Minimum of three years' experience with automation systems and broadcast equipment
- Must be detail oriented and able to manage multiple events simultaneously
- Required to work a flexible schedule including nights, weekends, overtime, and holidays
- Successful completion of at least one year in a live environment preferred

OFFICE MANAGER

JOB DESCRIPTION

- Answer phones
- Manage patient flow
- Prep rooms
- Check in and check out patients
- Various other clerical duties

POSITION DETAILS

- Working hours are 9:00am-4:00pm- Monday through Friday
- Position is located in upper Manhattan
- Salary range is Excellent and benefits are superb
- Epic Trained is a plus!

SENIOR CISCO NETWORKING ENGINEER

DESIRED PROFILE

- Core role will be to implement solutions to clients
- Creation of the low level technical and functional designs, complete the physical build, configure and fully test the solution
- Working in tandem with our Project Management Team to ensure quality is delivered throughout the delivery

SKILL REQUIRED

- Responsible for project implementation and technical of the Cisco Networking technologies which include, but are not limited to, Cisco Routing and Switching, Cisco Security (Firepower / ISE / Umbrella / AMP for Endpoints)
- Preferably with exposure to Cisco SDWAN SDA and a willingness to develop these skills
- Maintain system documentation for the Organizations Networking infrastructure
- Add to pre-sales efforts and as well as mentoring junior engineers in both the project and support teams
- Seeking individuals who are client focused, possess excellent written and verbal communication skills, are highly motivated and passionate about everything they do!

QUALIFICATIONS

- 5+ years' experience working with the below technologies
- CCNP Routing + Switching AND Security
- Proven deployment and troubleshooting experience on: - Cisco Routing and Switching - Cisco Security ((Firepower / ISE / Umbrella / AMP for Endpoints)
- Exposure to Cisco SDWAN / SDA coupled with a wiliness to develop these skills
- Experience with virtualization, specifically VMware, Cisco servers
- Cisco ACI is a plus
- Working for a Cisco partner/solution integrator is a plus

FIELD TECHS-LONG ISLAND/5 BOROUGHS

DESIRED PROFILE

- We are currently looking for a Thought Leader with a strong background in network and wireless technologies to join our team!
- You will be part of the Engineering team for a large-scale, logistically complex technology refresh program for large K-12 client
- This candidate will also have experience utilizing industry standard wireless tools to design wireless solutions
- Experience with ISE a plus
- This person will be part of the program engineering team reporting to the Director of the Program
- Must have access to a vehicle and a valid driver's license.

SKILL REQUIRED

- Serve as a “hands on” design/implementation engineer and as engineering lead and technical resource on implementation projects, providing guidance to the engineers to ensure successful project delivery
- Create and update all technical design and implementation processes for the program
- Accurately understanding/ documenting client environment for pre/post project designs
- Point of escalation for field technicians who need direction or support during implementation
- Ability and experience working with wireless survey tools such as Ekahau or Air magnet
- Analyze wireless survey data and be capable of reporting and communicating details to Senior Level Executives
- Achieving and maintaining industry standard certifications aligned with Custom's core competencies as directed by supervisor
- Monitoring technical service delivery against Program SLA's.

QUALIFICATIONS

- 5 years' experience in being a member of a networking team of a large-scale project
- In-depth technical skills in the area of Cisco Networking and Wireless technologies across multiple platforms of routers, switches and wireless controllers. Aruba wireless technology a plus
- In depth knowledge on the use of wireless tools and ability to analyze the data
- Willing to do whatever it takes (no job to big or too small)
- Must be willing to work 2nd shift hours ex:(2:00 PM to 10:00 PM) at client sites through NYC as needed
- Cisco CCNA or greater Certification, prefer CCNP
- The position will require extensive travel into the five boroughs of New York City and occasional visits to the Hauppauge, NY office

SUPERVISOR, CHANNEL OPERATIONS

DESIRED PROFILE

- Provide technical support to the Network Operations Management team and Broadcast Coordinators
- Ensure that quality technical service is provided twenty-four hours a day and that all procedures of the network/ area are executed
- Maintain daily technical operations needs and assists with staff management within Network Operations

REQUIREMENTS

- Technical proficiency and operational knowledge of all systems and hardware within network environment
- Must have ability to deploy staff in strategic manner to support high profile and live events
- Must be willing to work a flexible schedule which includes nights, weekend and holidays
- Strong communication skills, both oral and written

QUALIFICATIONS

- Experience in Master Control or Broadcast environment a plus
- Operational management experience, preferred
- Bachelor's Degree, preferred or relevant experience will be considered

SENIOR NETWORKING ENGINEER

DESIRED PROFILE

- This role is ideal for someone who is extremely hands on but can also think strategically about designing solutions and analyzing risk
- This role is heavily customer facing and requires excellent communication skills and a commitment to providing the highest quality customer service
- Assist with design and implementation of Security tools, (SEIM, IDS/IPS, Behavioral Analyses)
- Mentor team members and provide training on Networking technologies
- Design and document processes, procedures, and reporting to ensure our customer environments are operating efficiently and in line with best practices
- Lead and participate in network related projects and customer onboarding
- Identify and become proficient at emerging technologies in the UC field
- Participate in interviewing future team members

SKILL REQUIRED

- Ability configuring and support a wide arrange of network infrastructure including wireless, routers, switches, firewalls, and software defined networking platforms
- Strong understanding of enterprise network technologies & current security threat landscape
- Ability to present findings and recommendations to customers
- Ability to articulate technical information to non-technical audiences
- Ability to manage projects efficiently from scoping through completion
- Ability to develop and implement processes and procedures

QUALIFICATIONS

- BS or BA with a technical concentration
- Relevant certifications strongly preferred: Cisco CCNA/CCNP/CCIE Security or Routing & Switch, Palo Alto PCNSA/PSNSE, Checkpoint CCSA/CCS, CISSP--ITIL v3 Foundation
- 10+ years in a technical field & 5+ years focused on networking
- Experience configuring and supporting SD WAN Solutions
- Experience with engineering standards, design, and maintenance best practices for enterprise networks
- Experience performing upgrades on a wide array of network infrastructure
- Experience providing support and remediation for critical network outages
- Experience in 24x7x365 Managed Services or SaaS organization preferred
- Experience using ITSM and Monitoring tool sets

EXECUTIVE/ADMIN ASSISTANT

DESIRED PROFILE

- Must be a self-starter
- The ability to handle multiple projects at once
- Scheduling calendars, meetings, phones, travel, and conferences

SKILL REQUIRED

- Experience working as part of a team coupled with ability to work in a flexible, collaborative manner within a diverse and demanding work environment
- Must possess strong written and oral communication skills
- Demonstrated ability to exercise discretion and maintain confidentiality
- Ability to exercise astute judgment and sound decision making skills
- Position requires strong computer skills.

QUALIFICATIONS

- Need strong skills in Microsoft Office Suite, Outlook, and Google Docs
- Strong written and oral communication skills
- Ability to multitask and work independently
- Minimum 2 years of experience

MASTER CONTROL OPERATOR

DESIRED PROFILE

- Ability to maintain video and audio functions of Master Control and insuring the integrity of the network origination of up to twenty-four digital channels
- Understanding of broadcast automation systems and video formats (NTSC and PAL) and experience using various routers
- Composure and ability to perform in an emergency on-air outage situation
- Ability to work in a fast-paced environment and deal with changing requirements and priorities
- Aptitude to work in a TOC environment
- Thorough understanding of aspect ratios and the ability to identify them

SKILL REQUIRED

- Review, edit, monitor and confirm the on-going reliability of the automation play-list
- Perform all playback and monitoring functions for the origination of multiple 24x7 server based satellite broadcast channels
- Maintain all appropriate “on air” logs and discrepancy reports and troubleshoot technical issues
- Ability to analyze video through Vectorscopes and Waveform monitors
- Familiarity with MS Office and various business software

QUALIFICATIONS

- At least two years of experience in a multi-channel broadcast facility
- Understanding of Fiber/Satellite operations
- B.A. Degree from a four-year university or two years related experience and/or training; or equivalent combination of education and experience
- College degree in TV and Films or Journalism is preferred

If none of the presented positions appealed to you, you can still join our talent pool at:

<https://windsorresourcesllc.com/job-search/>

Our recruiters will review your resume and you will be considered for future positions.

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THANK YOU FOR PARTICIPATING IN OUR VIRTUAL JOB FAIR

We look forward to speaking with you