

GOODWIN PROCTER LLP
Boston, Massachusetts

Job Title: Sr. Network Analyst
Office: Boston, MA
Department: Information Technology
Reports To: Network Services Manager

Goodwin Procter is one of the nation's leading law firms, with offices in Boston, Hong Kong, London, Los Angeles, New York, San Diego, San Francisco, Silicon Valley and Washington, D.C. We are a hard-driving, entrepreneurial and dynamic group, working tenaciously for clients whose problems and challenges we treat as our own.

Job Summary: As a member of the Network Services team, the Sr. Network Analyst lends their expertise in network systems (“back-end” hardware, software, security and infrastructure) to all IT projects. Additionally, this individual will lead various implementations; especially those closely connected with applications directly managed by the team (such as messaging).

Principal Responsibilities:

1. Act as a systems analyst for IT projects; including forming specs and building of server hardware, planning for the security needs of the firm, and ensuring that network resources are used most effectively
2. Maintain existing infrastructure; including server hardware and software upgrades, backups, LAN/WAN needs, environmental requirements of systems, and security (firewall, anti-virus, etc.).
3. Keep up to date on trends in the industry; threats to data security, enhancements to products that can add value to users, and new and improved ways of meeting firm needs.
4. Respond to escalated engineering system issues; provide top-level support to the network analysts, application support, telecom, and other IT departments
5. Mentor junior level staff about systems and processes.

Job Requirements:

1. Bachelors Degree or equivalent.
2. Minimum of 8 years of experience managing system infrastructure with at least 5 years of experience in a large enterprise environment in the capacity of Network Analyst/Administrator. Solid understanding of Microsoft Windows desktop and server and network technology and virtualization by VMware and Citrix., plus mastery in at

least one of the following areas: Windows Active Directory, MS Exchange, SAN, Disaster Recovery.

3. Excellent analytical, problem solving and troubleshooting skills.
4. Excellent organizational, interpersonal, communication and customer service skills.

Goodwin Procter is an equal opportunity employer.

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