



Applications are being accepted for the position of:

System Support Specialist I

Education – the applicant must have completed:

- Grade 12 Diploma or the equivalent
- Minimum two-year certification from an accredited institution in a relevant area of information technology, or an equivalent level of experience and training
- Apple Certified Help Desk Specialist Certification or equivalent level of experience and training (ACHDS certification required within 12 months of assignment to position)
- Microsoft Certified Professional or equivalent level of experience and training (MCP certification required within 12 months of assignment to position)

Skills:

- Demonstrated ability/aptitude to work with detail, precision and accuracy
- Demonstrated ability to organize, prioritize and meet deadlines with minimum of supervision
- Ability to maintain the confidentiality of information seen or heard
- Good interpersonal and communication skills

Experience:

- A minimum of three years of experience supporting Apple OS X clients. OS X Server, Microsoft Windows 98,2000 and XP clients and Windows 2003 server, peripherals and applications in local area network environments.

Requirements:

- Physical capability to perform the job duties
- Ability to work a variable schedule
- Must have reliable transportation and a valid class 5 BC drivers license to perform site visits

This is a unionized position. Job description #74 is available at sd79.bc.ca.

Please forward completed resumes including official transcripts, Grade 12 or equivalent certificate and a covering letter indicating how you believe you meet our qualifications, and three work references with permission to contact. Please submit electronic applications as one PDF.

Applications will be accepted on an ongoing basis until filled and can be dropped off at the School Board Office, emailed or faxed to:

Jenny Christenson, Human Resources Executive Assistant
School District No. 79 (Cowichan Valley)
2557 Beverly Street, Duncan, BC V9L 2X3
Email: jchristenson@sd79.bc.ca Fax: 250-748-6591

Thank you for your interest in this position. Only those selected for an interview will be contacted.