

# **JOB OPPORTUNITY SENIOR IT SPECIALIST**

We are currently seeking a Senior IT Specialist to join our growing team. Established in 2015, Horizon Maritime has quickly become a leader in the maritime industry offering a variety of services to its clients including: offshore supply vessel and inshore/tug services, marine crewing, vessel management and logistics support. This role will be primarily based in St. John's, Newfoundland & Labrador, however, the successful incumbent must be willing to travel to and remotely support other office and vessel locations within Canada and abroad.

## **Job Opportunity**

Reporting to the VP of Safety & Compliance, the Senior IT Specialist is responsible for maintaining a variety of data communication networks and systems for Horizon Maritime and its group of companies by providing expert IT system support services across the organization. The successful candidate will be the single point of contact within the organization to facilitate IT project management, IT policy and procedure development, IT resource management and IT hardware installation. Furthermore, the Senior IT Specialist will actively communicate and liaise with all Horizon Maritime users including department heads, ships crew and external IT service providers.

This individual also assists with identifying, selecting and deploying new technology to support organizational goals and objectives, and will provide leadership in the continual improvement and implementation of existing systems.

The Senior IT Specialist responds to problems via the IT service desk, performs audits and inspections and is responsible for data security planning to ensure that Company's people and systems are protected. This role is extremely diverse and strategic in nature, but it will also require the successful candidate to balance and execute day to day operations including desktop support and troubleshooting while fulfilling longer term project deliverables.

## **Required Knowledge, Education, Skills & Experience**

- Post secondary degree or diploma in Computer Science, Engineering, Business or related field, required.
- Minimum 5-10 years of progressive experience in IT supporting business operations required.
- Well experienced and proficient in PC, Mac and cloud computing environments, including Office 365.
- Demonstrated ability implementing and managing integrated business systems and programs (ERP).
- Experience identifying IT vulnerabilities and implementing controls to reduce risk.
- Experience developing and deploying IT policies and procedures.
- Knowledge of networking, operating systems and server architectures required.
- Knowledge of programming concepts, software development cycles and associated tools platforms.
- Must be highly organized with the ability to prioritize multiple work tasks and projects to meet deadlines.
- Excellent presentation skills with experience training end-users, both one on one and in group settings, required.
- High degree of resourcefulness, flexibility and adaptability.
- Excellent communication skills, both verbal and written, and interpersonal skills required.
- Ability to communicate complex technical information to end users in a way that is easily understood.
- Team player with the ability to self-direct and work independently required.
- Project Management experience required.
- Previous experience providing IT services remotely is required.
- Experience in marine and/or vessel operations considered an asset.
- Management or leadership experience preferred.
- Script writing ability, including knowledge of SQL (or equivalent) preferred.

## **Other Requirements**

- Willingness and ability to travel and work from multiple vessel and office locations.
- Ability to work outside of normal business hours required.

All qualified and interested applicants are encouraged to apply by emailing a copy of their resume and covering letter, in confidence to [resumes@horizonmaritime.com](mailto:resumes@horizonmaritime.com) quoting "**Senior IT Specialist**" in the subject line. We thank all applicants for their interest, however, only those selected for an interview will be contacted.

Horizon Maritime acknowledges our successes are a direct result of our collaborative business processes which fosters inclusion and growth of diverse working groups. We are an equal opportunity employer – we welcome applications from women, indigenous peoples (status and non-status), visible minorities, and people with disabilities.

See your full potential realized; be a part of our mission to achieve the extraordinary!

For more information about Horizon Maritime Services, please visit our website at [www.horizonmaritime.com](http://www.horizonmaritime.com)