



**Qalipu**  
FIRST NATION

## **Employment Opportunity**

### **ICT Support Technician**

**Job Title:** ICT Support Technician, Full-time, Permanent

**Location:** Corner Brook, NL

**Hours of Work:** 35 hours/week

**Salary:** \$36,000 per annum

**Job Description:** The ICT Support Technician will provide support to the Computing and Communications division and computer technical assistance, and advice to staff and other users.

**Responsibilities:** Duties will require advanced knowledge in the following areas:

- Troubleshoot computer systems, printers and software
- Set up new computers and configure software
- Provide network setup and maintenance
- Work with Geographical Information Systems
- Set up exchange mail service on computers and devices
- Work in the Active Directory environment
- Configure IP based phone systems
- Provide website maintenance
- Provide SQL database support
- Configure presentation and conferencing solutions

#### **Qualifications:**

**Education:** The ICT Support Technician will have graduated from a two year diploma program in a Computer Systems Program or equivalent.

**Experience:** Two years of experience is required in Computer Systems, with advanced knowledge in computer, network, and communication systems.

**Working Conditions:** This is an office based position with duties predominantly met during regular working hours. This position requires minimal supervision, therefore a high level of independence along with a strong work ethic is essential. Some travel and flexibility of work schedule will be required.

**Please Note:** The successful applicant must have a valid driver's license and access to a personal vehicle.

**Proof of Post-Secondary Education and Training:** Diplomas/Certificates for Post-Secondary Education and Training are required.

**Apply:** Please apply electronically using MS Word with cover letter and resume with three business references to: [jobopportunities@qalipu.ca](mailto:jobopportunities@qalipu.ca) with subject line: **"ICT Support Technician"** to:

**Mrs. Janet McAuley  
Human Resources Manager  
Qalipu First Nation  
3 Church Street  
Corner Brook, NL  
A2H 2Z4**

**Deadline for receipt of Cover Letter and Resume:** Friday, July 24th , 2020 at 12:30 P.M.

QFN is an equal opportunity employer, in situations where candidates have equal credentials, preference will be given to aboriginal candidates. If you are a member of Qalipu First Nation please indicate it in your cover letter.