



EMPLOYMENT OPPORTUNITY

OPEN COMPETITION

The Lac La Ronge Indian Band's Support Services is accepting applications for the following **permanent full time** position, based out of La Ronge.

INFORMATION SYSTEM TECHNICIAN

Duties include (but not limited to):

- Maintains, analyzes, troubleshoots, and repairs computer systems, hardware and computer peripherals.
- Documents, maintains, upgrades or replaces hardware and software systems.
- Supports and maintains user account information including rights, security and systems groups.
- Designs, plans and maintains the data transmission networks and data security for the Schools.
- Monitors network performance for problems.
- Supports, monitors, tests, and troubleshoots hardware and software problems pertaining to LAN.
- Recommends and schedules repairs for personal computer and network resources.
- Provides end users support for all LAN-based applications.
- Installs and configures workstations.
- Installs new software releases, system upgrades, evaluates and installs patches and resolves software related problems.
- Performs system back-ups and recovery.
- Maintains data files and monitors system configuration to ensure data integrity.
- Supports server system(s) and supporting software.
- Develop, implement and maintain all network communications for the Schools.

Job Requirements

- Minimum 2-year Diploma/Certificate in computer science, computer systems engineering, Networking, or a field related to the IT industry.
- Three years of experience in IT hardware maintenance.
- Certifications or licenses appropriate to industry shall be preferred.
- Highly developed understanding of industry regulations, standards, and best practices
- Ability to adapt to new technology
- Demonstrated project management skills
- Ability to delegate, set expectations, and monitor progress of all direct reports
- Ability to identify issues and implement creative and strategic solutions to overcome problems.
- Saskatchewan class 5 Driver's license is must.

Date of Posting: June 29th, 2018

Deadline for Applications: July 13th, 2018

Submit cover letter and resume with **three (3) professional references** (excluding chief & councilors, or family members), one being your current or most recent supervisor, to the following:

Human Resource Office,
Lac La Ronge Indian Band
Box 480
La Ronge, SK. S0J 1L0

Phone: (306) 425-2183
Fax: (306) 425-2170
E-mail: (hrinfo@llrib.ca)
Bamboo Link : <https://llrib.bamboohr.co.uk/jobs>

****Note: Your references MUST be people who you reported to and had direct supervisory authority over you. In the cover letter, please indicate permission to contact references****

For further information, call Rizwan Ahmed, Director of Support Services at (306) 425-1167.

LLRIB thanks all interested applicants; however, only those chosen for an interview will be contacted. The successful candidate will be required to undergo a criminal record check. Please be advised, applications received without the proper documentation shall not be considered. Telephone interviews will not be granted.