



October 24th, 2024

2024 – 2025 CUPE Posting

To apply please email Hannah Fletcher: hfletcher@sd70.bc.ca. Applications will be accepted in priority order until **Friday, November 1st, 2024, at 2:00 pm** for the following positions:

C 2025	Hrs/Wk	#	Position	Location	Rate	Duration	Start Date M-D-Y	End Date M-D-Y	Reason / Replacing/ Qualifications
48	37.50	1	Senior Information Technology Specialist	Board Office	\$43.06	Regular Continuing	TBD		

Awarded

C 2025	Hrs/Wk	#	Position	Location	Rate	Duration	Start Date M-D-Y	End Date M-D-Y	Awarded
13	30.0	1	Healthy Schools Program Assistant	Alberni District Secondary School	\$35.00	Temp (10 mth)	11-04-2024	06-27-2025	C. Bourdeau
45	39.50	1	Carpenter	Maintenance	\$43.06	Temp *TROE	11-04-2024	03-07-2025	J. Irwin
47	15.0	1	Custodian	Wickaninnish Childcare	\$31.29	Temp (10 mth)	10-22-2024	06-27-2025	K. Desjardins

* Please Note: Letter of Understanding states that an employee wishing to return before the posted end date must give two weeks' notice of return date.
TROE = Till Return of Employee or end date whichever is first.

PACIFIC RIM SCHOOL DISTRICT

JOB DESCRIPTION

TITLE: Senior Information Technology Specialist
LOCATION: Board Office
REPORTS TO: Senior District Manager
DATE: October 2024

SUMMARY

Reporting to the Senior District Manager and is responsible for providing expert-level support to district educational and administrative technology users. This role involves providing technical leadership, mentoring support staff, leading technical projects, and offering strategic technical guidance.

Duties:

1. Lead and manage technical projects from inception to completion, ensuring timely delivery and quality.
2. Provide mentorship and guidance to technical support staff, fostering a culture of continuous learning and improvement.
3. Develop and implement technical strategies that align with the school district's goals and objectives.
4. Collaborate with cross-functional teams to design, develop, and deploy IT solutions that meet the needs of students, teachers, and administrative staff.
5. **Implement and manage cybersecurity protocols** to protect district-wide technology systems, while gaining hands-on experience with cloud-based infrastructure, including cloud storage, security measures, and backup solutions to support the secure and efficient operation of district technology.
6. Troubleshoot and resolve complex technical issues, ensuring minimal disruption to educational activities.
7. Stay up to date with the latest industry trends and technologies and recommend improvements to existing systems and processes.
8. Other duties as assigned.

Qualifications:

1. **A four-year degree in** Computer Science, Information Technology, or a related field **is preferred**, a minimum of two-year diploma from an accredited public college is expected.
2. Minimum 5 years of experience in a senior technical role, with a proven track record of successful project management and technical leadership.
3. Expertise in:
 - Network Administration
 - Office 365 and Azure Administration
 - Cisco/Meraki Networking
 - Veeam Backup and Replication
 - IP Subnetting
 - Group Policy Management (GPO)
 - System Center Configuration Manager (SCCM)
 - Active Directory (AD) Management
 - Virtualization (VMware/VSphere)
4. Recent Microsoft Certifications and current skills comparable to a Microsoft Certified Systems Engineer Certificate.
5. Valid BC Class 5 driver's license.
6. Strong problem-solving skills and the ability to think strategically.

7. Excellent communication and interpersonal skills, with the ability to work effectively with diverse teams.
8. Demonstrated ability to lead and inspire technical teams.
9. Strong decision-making skills and the ability to prioritize tasks effectively.
10. Ability to communicate complex technical concepts to non-technical stakeholders, including educators and administrative staff.