

# Position Advertisement

## **POSITION**

**Job Title:** **Computer Technician**  
**Job Advertisement #:** 2024WSD026  
**Type of Position:** 12 month Support Staff  
**Job Type:** Full-Time (1.0 FTE); Permanent  
**Salary Range:** Class 2: \$40,123 - \$48,027 per annum  
(pending preapproved anticipated salary increase, effective July 1, 2024)  
**Start Date:** Immediate  
**Location:** Western School Division  
**Closing Date:** Application review will begin May 10, 2024 and continue until the position is filled.

## **DESCRIPTION**

Western School Division invites applications from qualified individuals for the full-time position of Computer Technician.

Reporting to the Information Technology (IT) Director, the successful candidate will function as an integral part of the IT services team with responsibilities including, but not limited to, performing installations, upgrades, and troubleshooting as well as asset management of both hardware and software on the networked systems with Western School Division.

The successful candidate must possess current and relevant training, such as but not limited to; Bachelor Degree in Computer Science; Minimum 2 year Diploma in Computer/Network Technology; certification in CCNA; CCNP; CompTIA Network+; CompTIA A+; and possess the following experience within a networked environment:

- Systems administration in an enterprise Windows Server environment
- Windows operating systems;
- Troubleshooting complex software and hardware problems is required
- Hyper-V;
- Desktop management;
- VoIP; and

The successful candidate must demonstrate:

- Advanced technical knowledge of: network topologies and technologies; subnets; VLANs; firewalls; routers; load balancers; and Windows Server
- An ability to work independently yet function within a team environment;
- Strong decision making skills and the ability to problem solve under pressure;
- Good organization skills;
- Good interpersonal skills and a positive demeanor;
- Initiative and be self-motivated; as well as
- Good verbal and written communication skills.

A condition of employment with the Western School Division is a satisfactory Criminal Record Check, Vulnerable Sector Search, Child Abuse Registry Check and an agreement by the applicant to disclose criminal record and/or Abuse Registry record information to the Division. The successful candidate will be responsible for any service charges incurred. Persons must present this information prior to their first day of work.

The Western School Division is committed to providing an inclusive and barrier-free work environment to all applicants, starting with the hiring process. Should you be contacted for the interview, please advise the Division if any restrictions require accommodation. All information received regarding the accommodation will be kept confidential.

## **HOW TO APPLY**

Please visit our website: [www.westernsd.mb.ca](http://www.westernsd.mb.ca), complete [Employment Application Form – Non-Teaching](#), and submit to:

Western School Division  
Attn.: Human Resources, Job Advertisement #2024WSD026  
Unit 4-75 Thornhill Street  
Morden, Manitoba R6M 1P2  
Fax: 204.822.4262  
Email: [hr@westernsd.mb.ca](mailto:hr@westernsd.mb.ca)

*Additional information about the Division and its schools is available online at [www.westernsd.mb.ca](http://www.westernsd.mb.ca) Schools tab.*

*We thank all for applying but only those selected for further consideration will be contacted.*