



Lanark County is seeking high energy, dynamic, professional to fill the following opportunity in our Information Technology department starting as soon as possible

**REGULAR FULL TIME
IT SUPPORT
(Posting No. CS2021-006)**

MANDATE:

The IT Support position monitors and maintains computer systems, installs, configures hardware & software and solves technical issues as they arise. Protects own health and health of others by adopting safe work practices, reporting unsafe conditions immediately and attending all relevant in-services regarding occupational health and safety. Follows all guidelines for employees and employers as legislated under the Ontario Occupational Health and Safety Act and corporate/departmental policies and procedures

QUALIFICATIONS:

Minimum Three-year college diploma in computer technology. Minimum 3 years of progressive experience, including systems administration and client support. Ability to identify problems and analyze situations. Proficient communications skills, including interaction within and/or outside the organization including IT staff, users, municipal partners and vendors. As a condition of employment, in accordance with our Covid-19 Vaccination Protocol, the incumbent must be fully vaccinated and provide satisfactory proof thereof, unless approved for a medical exemption or protected ground in the Ontario Human Rights Code ("the Code").

This position is evaluated at Level 6 (61,807-79,771) annually of the 2022 NUG Salary Grid.

The Lanark County employee slogan is "Working Together to Achieve Greatness." If you embrace this ideal and you meet the position qualifications outlined above, **we look forward to receiving a detailed résumé no later than Thursday, December 9th, 2021 to Lanark County Administration Building, Human Resources, 99 Christie Lake Road, PERTH, ON, K7H 3C6; Fax #:613-267-2539; email: csjobs@lanarkcounty.ca**

When emailing your application, please ensure your cover letter, résumé and any other related documents are submitted in one file preferably MSWord (.doc or .docx) or Adobe (.pdf). Email subject line should include your "name" and job posting number "CS2021-006" (example: Jane/John Doe CS2021-006).

Lanark County is an organization that strives to embrace the spirit of inclusion, diversity, equity and accessibility. We are an equal opportunity employer committed to building an inclusive and barrier-free environment in which all individuals have access to the County's goods, services and facilities. **If contacted for an employment opportunity, please let us know if you require any accommodations to ensure you can participate fully and equally during the recruitment and selection process.**

We would like to thank all who apply, but only those applicants selected for an interview will be acknowledged.

Note: Personal information collected from applications is collected under the authority of the Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment. Questions about the collection of Information should be directed to the Human Resources Department at the address indicated above.