



JOB POSTING COMPUTER TECHNICIAN – INFORMATION SERVICES PERMANENT FULL-TIME POSITION EXECUTIVE SERVICES

Salary Level: SP08 Step 2-3; \$45,794.86 - \$47,626.65

POSITION SUMMARY:

Under the direction of the Information Technology Supervisor, the incumbent is responsible for providing Information Technology services and support to the Mohawk Council of Akwesasne.

QUALIFICATIONS:

- University Degree or College diploma in an Information technology related field with two (2) years of specific job experience OR
- Completion of High School with completion of specific courses or training that directly enhances skills with a minimum of five (5) experiences.

Skills and Requirements

- Knowledge of various operating systems including Windows XP,7,10, OSx,
- Working Knowledge of desktop applications such as Microsoft Office, Adobe Acrobat, Accpac, Lotus Notes,
- Knowledge of Internet Browser settings, IE, Chrome, Firefox,
- Knowledge of Networking protocols such as TCP/IP, DHCP, DNS,
- Knowledge of Microsoft server domain, Server 2008, 2012
- May be required to work flexible hours.

All interested applicants must submit a letter of interest, resume, and copies of all certificates/diplomas along with three (3) references submitted on a Consent to Release Reference Check Form (contact Human Resources) along with a copy of a valid driver's license **no later than 4:00 p.m., Thursday, May 18, 2017 to;**

Steve Lazore, HR Staffing Officer
Administration Building # 1
Akwesasne, Quebec
H0M 1A0
(613) 575-2250, ext. 2150
E-mail: steve.lazore@akwesasne.ca

A handwritten signature in blue ink, appearing to be 'SL', is located to the right of the contact information for Steve Lazore.

- Applicants must clearly outline that they meet the qualification requirements on their resume.
- Native preference in hiring.
- As a requirement of employment all applicants must have a Canadian Social Insurance Number.
- A criminal records check is mandatory.
- An eligibility list will be created for one (1) year.
- **Only those selected for further screening or an interview will be contacted**