



IT Support Technician

FTE: 1.0

Status: Six (6) month contract with possibility for permanent

Starting Salary: \$45,195.00 - \$49,013.00

Closing Date: Open until filled

The **Gizhewaadiziwin Health Access Centre** is a community based, Indigenous controlled, Primary Care service that combines western curative care with traditional Ojibway healing philosophies and practices. The Access Centre provides clinical, social, health promotion and preventive services, as well as, access to traditional Ojibway healers.

The Gizhewaadiziwin Health Access Centre, located in the heart of the Southern Region of Treaty #3 territory, is the result of a unique partnership between area First Nations, the United Native Friendship Centre and the Sunset Country Metis.

Summary of Position:

Reporting to the Office Manager, the Information Technology (IT) Support Technician will be required to ensure operational excellence, technical service, data security, to support people and teams, and ensures healthy and safety within their role. They will work under the direct supervision of the IT/Data Management Coordinator.

Qualifications:

- Community College Diploma, Information Technology or similar education is preferred
- Microsoft Certified Technology Specialist or equivalent experience
- Minimum 2 to 3 years' systems and network management technology experience.
- Experience supporting remote workforces, including Virtual Private Network set-up and management
- Experience with backup systems, both local and offsite/cloud, data storage and retrieval
- Working knowledge of Microsoft Office 365, SharePoint
- Knowledge and experience with telecommunications equipment & security systems servers
- Detail oriented with proven ability to multi-task and meet deadlines
- Excellent customer service, listening and organizational skills
- Valid Ontario Driver's License.
- As per policy, applicants should note that COVID-19 vaccination, clear Vulnerable Sector Criminal Record check as well as Drivers Abstract is a condition of employment within Gizhewaadiziwin Health Access Centre.

Desired:

- Experience and understanding of local Indigenous communities and culture within the Rainy River district an asset.
- Ability to speak Ojibway is an asset.
- First Nations, Inuit or Metis candidates are encouraged to apply. Please self-identify.

Additional Information:

As a part of our team, you will be eligible for:

- 100% employer-paid health care benefits;
- Become a member of the Healthcare of Ontario Pension Plan (HOOPP);
- Six (6) paid Personal Leave Days a year;
- 3 weeks (starting) paid vacation subject to increase quickly over tenure;
- Invited to actively participate in cultural and traditional teachings and knowledge.

A complete Job Description is available by contacting Human Resources at 274-3131.

Qualified applicants are invited to submit a resume, covering letter, 3 work related references (*one must be from a current or most recent supervisor*) and written authorization to contact references.

**Attention: Personnel Committee
Gizhewaadiziwin Health Access Centre
RMB 2004, RR #2
Fort Frances, ON P9A 3M9
careers@gizhac.com**

We thank all candidates in advance, however, only those selected for an interview will be contacted. Gizhewaadiziwin is committed to providing employment accommodation in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If contacted for an employment opportunity or interviewing, please advise if you require accommodation.