



NOGDAWINDAMIN FAMILY AND COMMUNITY SERVICES WE ARE HIRING!

NOGDAWINDAMIN Family and Community Services, a designated Indigenous Child Welfare Agency under the Child Youth and Family Services Act serving member First Nations situated between Sault Ste. Marie and Sudbury is seeking to hire:

FULL-TIME CONTRACT TO MARCH 31, 2025

SYSTEMS ADMINISTRATOR

LOCATION: SAULT STE. MARIE

NEW SALARY Salary Range: \$68,353 to \$88,915

Job Summary

The Systems Administrator is responsible for providing hardware and software support to all Agency locations and for installing, configuring and maintaining computer equipment, software, systems and other hardware. The Systems Administrator is responsible to establish, maintain network infrastructure, IP based services, network traffic, and network-based hardware and software, as well as monitor and optimize network performance. The Systems Administrator functions within legislative requirements, regulations, policies and procedures and the Mission, Beliefs and Vision of the Nogdawindamin Family and Community Services and contributes to the accomplishment of the strategic priorities.

Qualifications

- Diploma or Degree in Computer Science/Software Engineering or related field
- Certification in A+ and Microsoft Certified Professional would be preferred
- Three (3) years' experience developing and maintaining information Technology infrastructure and working with and configuring network environments with firewalls, IP subnets, VPN's electronic mail operations and remote communications
- Three (3) years' experience in complex system design, programming and systems software and support
- Experience working with Aboriginal people, organizations and communities
- Equivalent combination of education and experience may be considered

Other Requirements

- Respect for, sensitivity towards as well as knowledge and understanding of Anishnawbek culture, traditions and the Seven Grandfather Teachings
- Ability to understand and speak Anishnaabemowin is a definite asset
- Must provide a Criminal Records Check deemed satisfactory by the employer
- Must have a Class 'G' Ontario Driver's Licence, access to a vehicle and the ability to travel
- Must have \$1M automobile insurance coverage

Nogdawindamin Family and Community Services has been in operation for over 30 years. We are committed to providing a barrier-free work environment in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. Accommodations are available upon request for candidates taking part in the recruitment process. **JOIN A GROWING AND DYNAMIC ORGANIZATION OFFERING REWARDING CAREERS, COMPETITIVE SALARIES, BENEFITS, OMERS PENSION AND A GREAT WORK ENVIRONMENT FOR INDIVIDUALS COMMITTED TO MAKING A DIFFERENCE.**

Please submit a job-related resume and cover letter along with three work related references by:

Tuesday, September 3, 2024 – 4:00 pm

Hiring Committee

Nogdawindamin Family and Community Services
210B Gran Street, Batchewana First Nation, ON P6A 0C4
Email: hr@nog.ca

Preference will be given to Indigenous applicants. Self-Identification is encouraged.

We thank all applicants for their interest; however only those selected for an interview will be contacted.

A full job description is located on our website at www.nog.ca