



IT Analyst Term to March 31, 2025

Results Oriented – Diverse - Innovative

This is an opportunity for an IT professional to realize their next career goal by becoming a part of our challenging and fast-paced environment. This key technical role will support a modern, best practice election management organization in Saskatchewan and will provide an opportunity to expand technical expertise and contribute to leading-edge technical change and innovation.

Responsibilities

Reporting to the Director of Information Technology (IT), the Information Technology (IT) Analyst is responsible for providing technical expertise on managing the configuration, installation and maintenance of hardware, software, and other specialized network devices. The IT Analyst will provide system administration functions and will maintain and support workstations and hardware including providing front-line service support to end users. This position will be responsible for the technical infrastructure, including backups, server maintenance, and networking.

For the technical professional who is looking to expand their leadership experience, this position will have the exciting opportunity to manage a mid-sized team of IT resources during the implementation and delivery phase of the election cycle.

Qualifications

Completion of post-secondary education in Information Management, Technology or Business Administration and significant experience with information management systems within a technologically complex environment.

Proficiency in IM/IT systems, architecture, operations, support and security.

Knowledge of Microsoft Windows Server and Desktop Operating Systems, Active Directory, Microsoft Office365, Azure, and HyperV.

Additional competencies for this position include the ability to demonstrate creativity, show initiative, be collaborative, solve problems and organize effectively. This is a term position that is full-time until March 2025. Additional hours and workloads will be required during certain phases of the election cycle.

Read the complete position profiles at www.elections.sk.ca/workers/available-positions/

Employees are required to be non-partisan. Read more at www.elections.sk.ca/workers/non-partisanship.

This position is classified as an MCP 06. The salary range is \$76,896 to \$99,960 annually.



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Interested applicants should email a cover letter and resume to humanresources@elections.sk.ca by September 30, 2022. Only those invited for an interview will be contacted.

Elections Saskatchewan (ESK) is the province's nonpartisan election management body and is an independent office of the Legislative Assembly of Saskatchewan. ESK directs and supervises the administration of provincial electoral events including Saskatchewan's next general election, scheduled, by legislation, for October 28, 2024. Information for voters, workers, media, candidates, and parties at www.elections.sk.ca.