



## Career Opportunity – Network Administrator (IT)

### Full-time, Permanent Position

Howick Mutual Insurance is an established and well respected Ontario farm mutual, who has been providing insurance to the residents of Huron, Bruce, Grey and surrounding counties for over 130 years. We are seeking a dynamic and results oriented team player to join our Information Technology team.

Reporting to the IT Manager, this position will provide technical support for IT architecture, stability, security and maintenance of our computer hardware and network infrastructure.

#### Key Responsibilities:

- IT Project Management and Planning
- Provide IT Support; Windows/Server Environment, Office, Oracle Databases, Firewall, Network Switches and Routers, VMWare, SAN's, VPN
- Research, recommend, develop and deploy equipment
- Support web architecture and software applications, as required
- Provide IT Maintenance; network, hardware and software
- Liaise and collaborate with 3<sup>rd</sup> party technical services providers
- Proactively seek out improvements and solutions
- Maintain confidentiality at all times
- Consistently demonstrate professional behavior and a positive attitude
- Participate in professional development and training

#### Qualifications:

- Post-secondary education in Computer Science
- 3-5 years of Information, Communication and Technology experience
- Proficiency in Network, Hardware, Software and applications
- Excellent interpersonal and organizational skills
- Effective oral and written communication skills
- Ability to work well within a team environment
- Detail oriented with a high degree of accuracy
- Ability to multi-task and adhere to strict deadlines
- Excellent customer service skills
- Demonstrated problem solving skills

We are offering a competitive salary and benefits program in a flexible, people oriented working environment.

If you are interested in this exciting career opportunity, please send your resume to [hr@howickmutual.com](mailto:hr@howickmutual.com) no later than Wednesday, February 20, 2019.

We thank you for your interest; however only those selected for an interview will be contacted. Accommodations are available on request for candidates taking part in the selection process.