

CAREER OPPORTUNITY

Full-time Service Desk & Implementation Coordinator

Biggar & District Credit Union requires a **Full-Time Service Desk & Implementation Coordinator**. In this role, you will be the first point of contact providing staff with ongoing technical support. You'll research, develop, and deliver training resources on new and existing hardware and software platforms. You'll provide support on upcoming projects by creating detailed notes, testing, analyzing, and participating in the implementation process. This position reports to the Manager of Technology.

Our ideal candidate is a team player with a positive attitude toward learning and change who displays initiative and pays attention to detail. They are friendly, and reliable, and have an appreciation for supporting others. They are coachable and work well in a team. A minimum Grade 12 education with an in-depth understanding of Microsoft products is required.

We offer a competitive compensation structure with 8% matched superannuation, and a comprehensive group benefits plan with a Health Care Spending Allowance. There are opportunities for advancement, and we encourage ongoing personal and professional development. Most importantly – you would work with a committed team in a fun and rewarding environment.

Apply by Thursday, February 22, 2024

How to apply:

Follow this link: <https://secure.collage.co/jobs/biggarcu/43126> for the application form.

OR email your resume and cover letter to humanresources@biggarcu.ca

OR drop your application off at any of the branches.

We appreciate the interest of all applicants; however, only those under consideration will be contacted.

