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School District No. 22 (Vernon) JOB POSTING
NOTICE OF VACANCY TO MEMBERS OF CUPE LOCAL 5523

POSITION Technician Level 1 – Client Support Technician

ASSIGNMENT Board Office
40 hours/week, 12-month position

Required Education and Experience:

- Grade 12 plus six (6) months of post-secondary training from an accredited Computer Technologist diploma program or equivalent
- Minimum six (6) months of recent, successful, and comparable work experience
- Must possess and maintain a valid BC Driver's License

Knowledge, Skills and Abilities:

- Possess current technical knowledge and troubleshooting capability for computing devices, hardware, software and operating systems used in the education sector
- Demonstrated ability to maintain web-site content and forms using current tools such as SharePoint and Acrobat
- Demonstrated ability to communicate with clients and suppliers, both orally and in writing, in an effective, respectful, and professional manner to clarify and exchange technical information
- Demonstrated organizational skills and attention to detail
- Physical capability to perform job duties in a typical IT department where there is frequent work in awkward positions and occasional lifting of heavy objects

WAGE: PG 6 + Labour Market Adjustment

SHIFT: As assigned by the Director of Information Technology

The above position is/will be vacant, effective ASAP. School District employees wishing to apply for this position must do so in writing to Human Resources – Support Staff not later than July 28, 2025 at 2:00 p.m. Please ensure that your address, telephone number and seniority date (if applicable) appear on your letter of application. Employees should apply for any and all positions in which they are interested, even if they think someone with more seniority has applied.

July 15, 2025

While all applicants will be considered, preference will be given to qualified applicants who self-declare Indigenous ancestry.

Copy to: All Schools
Maintenance Services

Transportation Services
Successful Applicant File

School Board Office
CUPE

Note: complete job description available on website: www.sd22.bc.ca under the District Menu

NOTICE NO. 167

Tech1 – 411- TECH01