



Competition No.: **2019-33**  
Position: **LAN Migration Specialist**  
Compensation: *D.O.Q.*  
Conditions: **Full-time, Permanent, Non-Unionized**  
Department: **Quality Assurance**  
Location: **1410 Mountain Avenue – Winnipeg**  
Date Posted: **May 18, 2019**  
Closing Date: **4:00 p.m. on June 5, 2019**  
How to apply: Email: [hr@secfs.org](mailto:hr@secfs.org) Fax: **204.594.0499**

## Key Accountabilities:

- Migrate Southeast Child & Family Services (SECFS) from VLAN to LAN
- Design and maintain a sound information technology infrastructure for the Agency including all Winnipeg-based locations as well as remote Communities
- Lead the implementation of video-conferencing capabilities for all locations
- Develop and draft policies and guidelines related to IT/Data security
- Ensure new team members are set up with computers, email, telephones, printers
- Troubleshoot all issues with networking, software, etc.
- Perform all network maintenance
- Regular travel to all Agency locations
- Other duties and projects as assigned

## Qualifications & Position Requirements:

- Successful completion of an acceptable post-secondary educational program and/or relevant experience (e.g., CCNA or completion of Cisco Courses is an asset)
- Recent experience supporting a LAN/WAN environment
- Recent experience supporting a Microsoft Windows desktop computer networking environment
- Recent experience with maintenance, installation and repair of computers and accessories
- Recent experience performing network administration functions
- Valid Driver's License and use of a personal vehicle for travel to all Agency locations
- Satisfactory Criminal Record Search; Child Abuse Registry Check; and, Prior Contact Check

## Application Process:

- Preference will be given to Southeast Community Members and Aboriginal (First Nations, Métis or Inuit) candidates meeting the position requirements
- Forward your résumé (with three [3] references) and a cover letter stating clearly how you meet the qualifications
- Please cite the competition number and position in the subject line when submitting by email or fax
- We thank all applicants; however, only those candidates selected for an interview will be contacted

## About Us:

- SECFS provides a full range of services under *The CFS Act*, *The CFS Authorities Act* and *The Adoption Act*. Our primary responsibility is to provide culturally appropriate services to both on and off reserve families and children who have a legal and cultural affiliation with our First Nation Communities.