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**INFORMATION TECHNOLOGY SERVICES COORDINATOR  
INTERNAL / EXTERNAL POSTING  
FULL-TIME PERMANENT UNION POSITION**

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The City of Colwood has an opportunity for an **Information Technology (I.T.) Services Coordinator**, a position that will provide support to all staff and council in the areas of information technology systems and business applications used throughout the organization. Reporting to the Director of Finance, the I.T. Services Coordinator oversees the day-to-day systems operation and business applications, ensuring that systems and applications performance standards are maintained. Experience with Municipal Software is preferred.

The scope of work can be routine at times; and at other times be very deadline driven. A willingness to work a flexible schedule with some overtime due to the occasional evening meetings, special projects or maintenance requirements will be expected.

The ideal candidate must be a team player; courteous, professional and able to work effectively with internal and external stakeholders.

The hourly rate offered for this Regular full-time UNION POSITION is Pay Grade 15 (\$37.97 Jan 1, 2016 rate) plus a full benefits package pursuant to the current Collective Agreement. The start date is negotiable.

A complete job description is available at [www.colwood.ca/careers](http://www.colwood.ca/careers)

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Using the subject line **I.T. Services Coordinator**, please submit your resume and cover letter, in confidence, to Catherine Douglas at [cdouglas@colwood.ca](mailto:cdouglas@colwood.ca).

Please address your application to:

Andrea deBucy, CPA, CGA  
Director of Finance  
City of Colwood, 3300 Wishart Road  
Victoria, BC V9C 1R1

**Applications will be accepted until 8:30 am on Tuesday, May 23, 2017.**

*Only those applicants selected for an interview will be contacted.*