

Manager of Information Technology & Systems

Reporting to the Chief Executive Officer (CEO) of the Welland Public Library, this position will be responsible for managing all computer hardware, software, and peripherals in a multi-branch system. The position provides technology and orientation training for staff and assumes leadership on assigned projects to evaluate and implement new products and services by working with library staff, service affiliates, and vendors. This position is also responsible for managing processes relating to cataloging, processing, shelving, and shifting and includes supervisory and administrative duties.

Position Requirements:

- Bachelor's degree in Computer Science, Computer Systems, Computer Networking or other related computer studies with a focus on infrastructure (networks, servers, and security) or Master of Library and Information Science (MLIS) degree.
- Minimum of 3-5 years of progressively responsible, related experience.
- Experience managing in a unionized environment is an asset.
- Demonstrated knowledge in multiple current web markup or scripting languages, such as HTML, XHTML, CSS, JavaScript, etc.
- Demonstrated ability to design, maintain, and document websites using WordPress.
- Knowledge of networking, including switches, routers, VLANs, wireless and firewalls.
- Experience in installation, upgrading and repairing hardware components.
- Experience in installation and upgrading software using various automated techniques, including scripting, Group Policy and Image Cloning.
- Strong analytical and troubleshooting skills with the capacity to understand and interpret data and communicate those results with audiences of varying technical knowledge.
- Demonstrated ability to troubleshoot, diagnose, follow up and document problems.
- Proven ability to establish priorities, meet deadlines, and work accurately and efficiently with minimum supervision.
- Demonstrated ability to lead/direct staff and establish harmonious relations with staff and the public.
- Requirement for shift work, including evenings and weekends.
- Experience managing in a unionized environment is an asset.

The rate of pay for this full time, non-union position is \$35.89 - \$43.04. The Library also offers a comprehensive benefits package.

Qualified applicants are encouraged to submit a current resume clearly marked "**Manager of Information Technology & Systems - WPL**" via email to hr@welland.ca:

Posting closes at 4:00pm on January 15th, 2021

The Welland Public Library is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. The Welland Public Library is committed to accommodating persons with disabilities. Should you require any accommodations, we will work to meet your needs.

All applications will be held in strict confidence. We thank all applicants, however, only those selected for an interview will be contacted. No phone calls please. Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used for employment assessment purposes only.