



Information Technology Officer

Strategic Risk Management Group
Indeterminate Full-Time Position

About Us

SNOLAB is an international facility for world-class underground physics research and has an expanding programme in astroparticle physics and underground science. Located in an air-conditioned clean room 2 km underground in the Vale Creighton Mine near Sudbury Ontario, with a suite of surface facilities and laboratories, SNOLAB is currently preparing for the next generation of experiments focusing on neutrino studies and the search for galactic dark matter.

The Position

The Information Technology Officer is responsible for developing IT strategies, policies and priorities of the organization. This will include planning, designing, developing and implementing the required IT infrastructure and supporting that vision on a day-to-day basis.

This role requires both strong technical knowledge and leadership skills in order to drive and deliver on mission-critical infrastructure projects and technologies within a collaborative environment. Additionally, the IT Officer will define the group budget and the training requirements for the IT team; preserve assets, information security and control structures; audit IT systems and assess their outcomes; and manage IT staff by recruiting, training and coaching employees, communicating job expectations and appraising their performance.

Criteria

Education:

University degree in an Information Technology field and four (4) years related experience.

or

Community College Diploma in computing or networking technologies and eight (8) to ten (10) years of progressively related experience.

Experience:

Significant experience in IT infrastructure management and technical project execution is required, with significant experience managing a team in a dynamic and fast-paced environment.



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Demonstrated experience in cybersecurity, working towards ensuring all appropriate controls, security audits, policies and measures are in place.

Significant experience designing IT strategies, policies and procedures and deploying them company-wide.

Experience with contract and vendor negotiations and management, including evaluating and recommending hardware, software, and network solutions (e.g. provide technical expertise in the assessment of cost, benefit and applicability of IT systems and network initiatives.)

Extensive experience in Office 365 technologies.

Supervisor experience is an asset.

Salary Range

Salary will be determined by qualifications and experience and includes an attractive benefits package. Relocation assistance will be determined in accordance with SNOLAB policies. To meet operational needs, shift work may be required.

To Apply

All applications must be submitted to jobs@snolab.ca. **Please do not fax or mail your applications.** By applying to the e-mail address, your application becomes available to managers immediately. Interested candidates should include a cover letter and resume.

Closing Date

February 3, 2020

The posting will remain open until the position is filled, but review of applications will commence on February 3, 2020 SNOLAB thanks all applicants for their interest, however, only those candidates considered for an interview will be contacted.

SNOLAB is committed to equity in employment and encourage applications from all qualified applicants, including women, Indigenous persons, members of visible minorities and persons with disabilities. In accordance with Canadian immigration requirements, priority will be given to Canadian citizens and permanent residents.

SNOLAB will provide support in its recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant's accessibility needs.

Further information about SNOLAB may be found at www.snolab.ca.

Posting Date: January 17, 2020



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