

St Mary's College is a Good Samaritan Catholic girls' school for Years 7-12. The College is a technology-rich environment which encourages innovation and creativity. Applications are invited for the following position:

ICT ADMINISTRATOR
12 month maternity leave contract

The successful applicant will join a small IT support team which manages a large and sophisticated IT system. The college supports over 2000 devices on various platforms with an extensive administration system.

Essential criteria:

- Minimum five years proven experience in a desktop and server role.
- Experience in Level 1 helpdesk support through to Level 2 and 3 desktop and server support.
- Strong communication, documentation and interpersonal skills along with the ability to work independently and within a team environment.
- Excellent problem-solving and technical skills for Apple, PC and Chromebooks.
- Demonstrated self-starter with initiative, drive and energy.
- Experience in customer support in a busy work environment.
- Reliable, passionate to learn and adopt / implement change.

Technologies you would be using include: VMWare, Google Docs, Active Directory, Microsoft Server 2003 and 2008, Desktop applications, Exchange Server 2010 / Office 365 and networking.

Please submit a letter addressing the above criteria, a resume, copies of qualifications, the names and contact details of two professional referees, and an application form (refer College website www.stmarys.nsw.edu) to Dr Frank Pitt, Locked Bag 42, Wollongong 2500 or email to stmarys@stmarys.nsw.edu.au Child protection legislation requires the successful applicant to supply a Working with Children Check. Enquiries to Jane Edwards on 4228-6011. **Applications close on Friday, 2 March 2018.**