



## CAREER OPPORTUNITY

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<b>Position Title:</b>	<b>Manager of Computer Services</b>
<b>Competition Number:</b>	<b>2024-56</b>
<b>Salary:</b>	<b>\$73,129.50 - \$97,506.00</b>
<b>Closing Date:</b>	<b>Open until filled</b>

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The City of Corner Brook is presently accepting applications for the position of **Manager of Computer Services** with the Department of Finance and Administration. This position reports to the Director of Finance and Administration and is ultimately responsible for all City of Corner Brook Information Technology and Computer Service's needs.

As the Manager of Computer Services, you will be tasked with ensuring the effective and efficient day-to-day management and administration of the Computer Services division. You will be responsible for analyzing, designing, developing, implementing, operating, and administering computer hardware, software, networks, portable devices, website, and all related information systems for the City of Corner Brook. You will oversee the management of the Information Technology infrastructure for the City of Corner Brook ensuring information is secured, backed up, and archived, while ensuring systems are maintained, upgraded, and serviced as required. As the successful candidate, you will design and develop infrastructure changes and upgrades. You will ensure that the City has an updated and adequate disaster recovery plan in place that is tested regularly ensuring it meets City needs. The Manager of Computer Services will continuously monitor and evaluate the City's technology needs and provide direction on procuring and implementing new technologies while planning and budgeting to meet future technological requirements.

The above responsibilities reflect the duties necessary to describe the principal functions of the job and shall not be considered as a detailed description of all duties of the job.

The preferred applicant will possess an undergraduate degree and/or diploma in Computer Science from a recognized post-secondary institution with 7-10 years of relevant working experience, preferably in a municipal environment. The preferred candidate will have a demonstrated ability to establish and maintain effective working relationships with staff and exercise substantial judgment and autonomy to prioritize work.

The City of Corner Brook will provide support throughout the recruitment process to applicants with disabilities, including accommodation that considers an applicant's accessibility needs. Candidates are encouraged to discuss specific needs with the City's Human Resources division, by emailing [hr@cornerbrook.com](mailto:hr@cornerbrook.com)

Please submit résumés **giving complete details of qualifications** to the Human Resources Office, via E-mail at [careers@cornerbrook.com](mailto:careers@cornerbrook.com)

*The City of Corner Brook thanks all applicants for their interest; however, only those selected for an interview will be contacted.*