Help Desk Analyst

C-CORE conducts R&D and provides research based advisory services, delivering innovative engineering and technology solutions to national and international clients. Over the past 45 years, we have built a world class team of over 80 dedicated professionals with a reputation for excellence in: Remote Sensing; Ice Engineering; and Geotechnical Engineering. At C-CORE, we are committed to investing in people and creating a dynamic and rewarding employment experience.

Canada Summer Jobs

Position: Help Desk Analyst
The successful candidate would be responsible for providing technical support for software and systems, maintaining asset management system, maintaining documentation, repairing, upgrading or image computer systems, and other duties as required. The ideal candidate will be self-motivated, will have strong communication skills and the ability to manage multiple tasks and requirements. Considerable knowledge of desktop operating systems with emphasis on Window 10 and Linux required. Familiarity with common programming languages, office suites, computer graphics and design would be assets. Willingness to perform some duties outside normal business hours in order to reduce services disruptions to end-users is essential.

> Field of Study: Information Technology
> Contract Length – 8 weeks
> Hours per week- 35
> Hourly Rate- $12.65/hour

The position will be a combination of both work from home (temporarily due to COVID) and work from office. There will be times when the candidate will need to come into the office and assist in computer setup and repairs.

Candidate must be between 15 and 30 years of age (inclusive) at the start of employment; must be a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the Immigration and Refugee Protection Act; and should be legally entitled to work according to the relevant provincial / territorial legislation and regulations.

*International students are not eligible. Recent immigrants are eligible if they are Canadian Citizens or permanent residents.

APPLY TO:
Qualified candidates should forward a résumé electronically.
Please refer to C-CORE website (www.c-core.ca) for additional information.

DEADLINE FOR SUBMISSION:
May 7, 2021

Expected start date: 2021-05-25

C-CORE thanks all those who apply; however, only those whose skills most closely match the position will be contacted.

Covid-19 precaution (s): Remote Interview Process; Personal protective equipment provided or required; Social distancing guidelines in place; Virtual meetings; Sanitizing, disinfecting, or cleaning procedures in place.