



**Cyberlink Systems Corp.**  
201 – 111 Kootenay St. N  
Cranbrook, BC V1C 3T5  
250-426-5175 • cyberlink.ca

## **Employment Opportunity IT Support Specialist**

Cyberlink Systems Corp. is seeking a highly motivated individual who takes pride in providing professional and friendly support to their clients. Working within a close-knit team, you will provide expert IT services to our clients. The successful candidate will demonstrate a high level of computer literacy and a strong customer service mindset. Travel to remote sites and scheduled on-call coverage is required.

### **Qualifications & Experience:**

- Completion of Grade 12 or GED equivalent
- Two or more years experiencing working in computer and network support.
- A+ Certification preferred but not required
- Experience in Windows Networking Components and processes
- Knowledge of the Microsoft Office Suite.
- Possess strong communication skills (verbal and written)
- Valid Class 5 Driver's License with a safe driving record

### **Key Skills & Abilities:**

- Perform the duties of an IT Support Specialist including but not limited to the support and management of a typical Windows Server Network environment.
- Investigate and resolve software and hardware problems on workstations, laptops and thin client computers, Servers and network systems.
- Create documentation for client's systems and IT processes.
- Perform systems maintenance and preventative maintenance on supported systems.
- Examine users' current applications, practices, and needs, and to identify problems and recommend or implement solutions or improvements.
- A commitment to providing excellent customer service.

Cyberlink Systems Corp. offers a friendly and rewarding work environment. We have an attractive compensation package, which includes a competitive salary, benefits, and learning opportunities.

This is a permanent, full-time position with salary dependant on experience. Qualified individuals interested in this opportunity are invited to forward a resume including a cover letter, in confidence, prior to 4:30 pm, Monday, April 30, 2018 to:

Kevin McCann, Office Manager  
E-mail: [resumes@cyberlink.ca](mailto:resumes@cyberlink.ca) (MS Word or PDF format)  
Please quote: CNS201802

Visit our website ([www.cyberlink.ca/careers](http://www.cyberlink.ca/careers)) for the complete job description and information about Cyberlink Systems Corp. Thank you for your interest in this position; however, only individuals selected for an interview will be contacted.