



*School Network Administrator, Device and Application Manager*

*40 hours per week*

*Term time 40 weeks plus 4 weeks holiday work*

An exciting opportunity exists for a network administrator to work in an innovative and highly regarded school. Elim Christian College operates over three campuses and provides a very supportive environment. The successful applicant would take charge of a very stable network.

**Responsibilities include but are not exclusive to:**

- Provide day-to-day IT support for Staff
- Work closely with our preferred IT Services provider to ensure network up-time is kept to a maximum.
- Manage and maintain school owned and leased devices such as iPads, Windows and MacOS laptops.
- Work with third party providers to maintain devices such as printers and our IT Services Company.
- Being actively involved in the school's IT Services committee.
- Manage services and applications such as Active Directory, Student Management Systems, Office 365 and Google Workspace.

Remuneration will be negotiated with the successful applicant.

We invite applications from individuals with any level of relevant experience and qualifications. Training will be provided in needed areas. You must be a NZ resident and be available to attend an interview in Auckland. A genuine commitment to the special character of the school is essential for the successful candidate.

Application forms can be obtained by emailing: [Raewyn.Openshaw@elim.school.nz](mailto:Raewyn.Openshaw@elim.school.nz)

Closing Date: Monday 28 March 2022