



Catholic Education Sandhurst Limited

Diocese of Sandhurst

INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SYSTEMS ADMINISTRATOR

Catholic Education Sandhurst Ltd (CES Ltd) is seeking a Systems Administrator for our Information and Communication Technology team.

Key responsibilities include:

- Working within a friendly IT team tasked with building a new IT environment.
- Overseeing the ICT infrastructure including networking, servers, and applications to provide adequate support, installation, and maintenance.
- Ensuring IT security protocols and practices are defined and managed.
- Coordinating the onboarding of schools into the CES Ltd IT model and migration of data into new platforms.

You will have:

- A degree qualification or sufficient experience in Information Technology.
- Previous experience with Microsoft Azure AD, Intune, and the Office 365 suite.
- Knowledge and understanding of cyber security.
- Exceptional communication and negotiation skills.

What CES Ltd can offer you:

- Opportunity to be based in either Bendigo, Wangaratta, or Tatura.
- Generous leave provisions (6 weeks of leave per year).
- Remuneration of \$95K plus superannuation.
- Opportunity for salary packaging.
- Provision of motor vehicle.

The Catholic Education Office Sandhurst (CEOS) Team comprises approximately 100 employees working across 7 key divisional areas, supporting over 50 schools within the Sandhurst Diocese. We are a supportive and friendly team who are committed to working collaboratively with our schools to achieve the best outcomes for our students.

Closing Date for Applications:
5.00 pm Thursday 23 February 2023

For more details about the role please download the position description from
www.ceosand.catholic.edu.au

Please email your cover letter, resume and your responses to the key selection criteria to recruitment@ceosand.catholic.edu.au

**CES Ltd embraces diversity and social inclusion
and encourages people from diverse backgrounds to apply.**

We are committed to promoting the safety, wellbeing, and inclusion of all children.