

**Internal IT Support Specialist
(entry-level)**



DEVERAUX
GROUP OF COMPANIES

Phone :
Web :

Job Summary

Vacancy :

Deadline : Jul 13, 2024

Published : Jun 13, 2024

Employment Status : Full Time

Experience : Any

Salary :

Gender : Any

Career Level : Any

Qualification :

Job Description

Why Deveraux

The Deveraux Group of Companies is a leader in property development and management. The Deveraux Group consists of three primary companies, including Deveraux Asset Management, Deveraux Apartment Communities, and Deveraux Developments. The Deveraux Group prides itself on its vertical integration and capacity to offer end-to-end multi-family investment opportunities. The model of build, own, operate, and optimize enables Deveraux to offer best-in-class properties and services that enrich the lifestyle of its residents while providing competitive and sustainable returns to its investors. The Deveraux team takes pride in being recognized as one of **Canada's Best Managed Companies** and shares a collective commitment to growth, advancement, and employee engagement.

The Deveraux Group of Companies offers a stimulating and gratifying work atmosphere that operates at a swift pace and demands exceptional performance. Deveraux's success and growth over the last ten years have elevated it as one of the prominent leaders in multi-family housing development in Western Canada, with a secured five-year pipeline of innovative projects across Western Canada, and property management with assets exceeding \$2.0 billion. If you are a results-oriented individual searching for a challenging and career-advancing opportunity, this position will not only deliver that but much more.

The Opportunity

The Deveraux Group of Companies is actively seeking a new entry-level Internal IT Support Specialist to join our growing team in Regina. This role involves maintaining our company's IT infrastructure by efficiently managing a high volume of incoming requests. You will serve as a bridge between Deveraux and our external support provider, aiding in diagnosing and resolving hardware, software, and network issues, as well as assisting in the implementation and upkeep of IT systems and services.

In this role, you'll need to stay abreast of all cases in your queue, ensuring swift responses and progression. The ideal candidate will possess the ability to prioritize effectively and transition between tasks seamlessly in a dynamic environment.

What we offer...

- Attractive compensation package that is competitive in the industry
- Comprehensive benefits program comprising life, long-term disability, and extended medical, dental, and vision coverage
- Registered retirement savings plan (RRSP) with a matching Deveraux-funded deferred profit-sharing plan (DPSP)
- Transparent and rewarding workplace dedicated to supporting your professional development

What you bring...

- Exceptional verbal and written communication and interpersonal skills, capable of conveying technical information clearly to non-technical individuals.
- Proven problem-solving abilities with meticulous attention to detail.
- Aptitude for independent work and adept at task prioritization within a fast-paced setting.
- Familiarity with computer systems, networks, and software applications is advantageous.
- Previous experience in a comparable IT support position is a plus.
- Proficiency in MS Office.
- Demonstrates attributes such as politeness, kindness, patience, diligence, reliability, active listening, and accountability. Additionally, consistently upholds a positive and optimistic demeanor.

You will...

- Handle inquiries meticulously and promptly.
- Liaise effectively with both internal staff and third-party vendors.
- Maintain clear and consistent records.
- Oversee the internal support inbox.
- Contribute to the enhancement and development of standard operating procedures.

Comment

You must be legally eligible to work in Canada (e.g., be a Canadian citizen, permanent resident of Canada, or possess a valid work permit) and provide a satisfactory Criminal Background Check.

We would like to thank all interested applicants, however only those shortlisted and scheduled for an interview will be contacted.

#DGORecruitment

Job Type

Full Time, Permanent

Education & Experience

Must Have

Educational Requirements

Compensation & Other Benefits
