



**Industry Leaders in Sales,
Manufacturing and Repair & Overhaul**

IT Systems Administrator, Competition ITS1-201910

Who Are We?

3 Points Aviation is an Aerospace products company, and a supplier of aircraft parts for commercial aircraft. Our 3 Points Aviation Team comprises former airline buyers, OEM salespeople, and technical support service representatives. We have developed and maintained valuable relationships within the aviation industry which allow us to always understand your material requirements and commitments. Our company provides inventory control, surplus materials management, and consignment services. We help keep your aircraft safely in the air and on schedule.

The Job

3 Points Aviation is a dynamic, growing organization. We need a capable, motivated Systems Administrator to take over all aspects of the configuration and maintenance of our computer systems. Do you love tackling problems head-on? Do you enjoy coming up with creative solutions to a business's pain points? Are you interested in advancing your career skills in a dynamic environment? If you can answer "yes" to those questions, you'll fit in well with our company. We run a fast-paced but casual office in a supportive atmosphere. As the only IT staff member on our team, you'll wear lots of hats and gain plenty of valuable experience.

Your Value

- Managing our IT infrastructure including computers, servers, software applications, testing computer equipment, firewalls, malware and other software and hardware.
- Provide technical support for both hardware and software issues that may arise.
- Monitor the systems daily and quickly respond to situations that may impede uptime to our IT systems.
- Ensure the integrity of our systems by managing our system backups and disaster recovery procedures.
- Regularly upgrade systems as needed to maintain uptime and protect systems against the bad guys.
- Assist in integrating new applications and technologies into our business processes and systems.
- Provide thought leadership and influence to executives when a problem needs a solution that requires technology.
- Step in head-on in any situation when technology is required.

Are you Ready? (And Qualified?)

- Minimum Associate degree or diploma from recognized post-secondary institution pertaining directly to The Job

- At least one-year relevant IT experience
- Familiarity in all leading commercial IT technologies and productivity tools such as Microsoft's client and server portfolio, Active Directory, and VMware.
- Superb written and verbal communications skills
- Expert problem-solving skills.

Experience in VOIP, Network, and Security technologies is a valuable, but optional asset

How Do I Apply?

We are excited to help you grow with us. If you fit the mould, are excited to learn new technologies, and have an outgoing personality, we're the right fit for you!

To apply, forward your resume to careers@3pointsaviation.com and be sure to include the competition number **Competition ITS1-201910** in the subject line, only submissions referencing the competition number will be considered.

Good Luck!