

Information Technology Officer

Permanent full-time: 1 position

Location: Regina

External/Internal Job Posting: #2026-23R

Posting Date: September 22, 2026

Closing Date: Open Until Filled

Pay Band 9 (\$44.75 to 53.71 per hour)

Tech skills. People Skills. Join SGEU Today!

Are you the person everyone calls when their technology isn't cooperating?

We're looking for an IT professional who can do more than just fix things. You'll need to understand, support and manage Microsoft technologies in a business environment and be able to explain complicated issues with ease to a range of audiences from tech-savvy users to people who'd rather avoid technology all together.

You don't need to be a programmer! You do need curiosity, common sense, resourcefulness, a willingness to roll up your sleeves and figure things out and an ability to explain things to end users. If you ask good questions, enjoy helping people, work hard, and bring a little Saskatchewan friendly customer service to everything you do, we'd like to meet you!

WHAT YOU'RE BRINGING

Candidates will have the following qualifications:

- Bachelor's degree or diploma in Computer Science specializing in administering and supporting various information technology systems, with a minimum of 2 years' experience in a similar role. An equivalent combination of education and experience may be considered;
- Technical experience in an enterprise Microsoft centric environment.
- Proven track record with information technology architectures, platforms and virtualized environments;
- Proven track record establishing and maintaining functional relationships with internal and external stakeholders;
- Excellent written and oral communication skills typically demonstrated articulating complex technology issues verbally in an accurate, understandable and concise manner.
- Ability to lift 50+lbs (computer, audio, visual equipment); and a valid class 5 diverse license.

THE FUN PART – THE MANY HATS YOU'LL WEAR

Candidates will have the following primary duties and the knowledge, skills and abilities to complete them:

- Implement multiple complex technical installations and support the expansion and use of technology for SGEU.
- Provide day-to-day information technology support SGEU wide.
- Collaborate with SGEU executives, staff, elected officials, and members on technological requirements that ensure the security of information and effectively meet SGEU needs.
- Participate in change management policies, procedures, and follow through during the life cycle of each project.
- Monitor and provide support for the technical systems, applications, service level agreements in the environment while maintaining a positive user experience.

- Knowledge of technology best practice frameworks such as ITIL to facilitate the delivery of high-quality information technology program delivery.
- Serve as a liaison between non-technical members and IT to communicate technical information and plans;
- Knowledge of IT security, networking and disaster recovery systems and processes;
- Ability to work independently, prioritize complex and conflicting priorities while meeting deadlines;
- Knowledge of SGEU structures, constitution and policies, considered an asset;

GREAT PEOPLE. BIG WORK.

Looking for a workplace where you can do good work, have some fun, and actually enjoy the people you work with? Join a team that values collaboration, fresh ideas and helping each other succeed. We're supportive, people-focused with great benefits, strong employee supports and a team of genuinely good people. If you're looking for a workplace where your ideas matter and your contributions are valued, we'd love to meet you! SGEU operates on the traditional territories of Treaty 4 and Treaty 6 and the homeland of the Métis nation and are grateful to live and work on these lands and remain committed to advancing truth and reconciliation.

THE GOOD STUFF

- Earned days off
- Dental & vision benefits
- Extended health care benefits
- \$1,000/year, Health Spending Account
- Pension (11% employer, 7% employee)
- Continued education and professional development opportunities

THE WHEN AND WHERE

Headquartered in Regina, Saskatchewan. Designated as Office Employee, this is a full-time office position with a 5-day/4-day alternating schedule, meaning, one week you'll work five days, and the next you get a four-day week, and we think that's worth mentioning! Your workday will fall within SGEU's hours of operation, 8:00 a.m. to 5:00 p.m.

THERE'S ROOM AT THE TABLE

Good teams aren't all the same. SGEU is committed to creating a workplace where everyone has the opportunity to participate. We value different perspectives, experiences, and ideas that people bring to SGEU. We encourage applications from members of equity-deserving groups recognized by the Saskatchewan Human Rights Commission, including Indigenous Peoples, Members of Visible Minority Groups, Racialized Groups, Persons with Disabilities, and Women in Under-Represented Roles, as well as LGBTQ2S+ persons and newcomers to Saskatchewan. If you bring a different perspective to the table, we want to hear from you.

READY TO MAKE YOUR MOVE?

If you've made it this far and thought, "This sounds like my kind of job," we'd love to hear from you. Send us your cover letter and résumé to recruitment@sgeu.org that highlights your experience. Candidates must be eligible to work in Canada. Any required work permits or other authorizations are the responsibility of the applicant. Good ideas, great experience, and a compelling application? We're ready when you are!

***Only candidates selected for an Interview will be contacted.
USW Local 9841 qualified candidates will be given first consideration.***