



**DISTRICT OF SAANICH  
SAANICH POLICE DEPARTMENT  
INFORMATION TECHNOLOGY SECTION**

**MANAGER OF IT SERVICES  
Regular Full Time Position**

The Saanich Police Department is seeking a motivated, qualified and experienced individual who will be responsible for the overall strategic planning, management, and direction of all internal IT functions. The Manager ensures that all computer systems, applications, telephony, and digital media are fully functional 24 hours a day, 7 days a week, including data storage, security, accessibility, backup procedures, and disaster recovery. The Manager oversees and directs a team of technical staff, currently three (3), by communicating job expectations, assigning duties, coordinating and evaluating work, coaching, counseling, career development, adherence to policy and procedure, annual assessments and discipline. The successful incumbent must demonstrate strong interpersonal communication skills, including the ability to effectively manage critical issues and resolve conflict.

As a resource to senior staff, the Manager will have strong planning, analytical, and problem solving skills and be able to forecast technological changes, advancements, and trends, ensuring strategic objectives are achieved, and solutions are supported by best practices that meet organizational needs, goals and objectives. This includes preparing an annual budget, scheduling expenditures, analyzing variances, and initiating corrective action.

Requirements include a Bachelor Degree in Computer Sciences or a related field preferred, supplemented by five years of experience by qualification or current experience in project management and strategic planning; a minimum five years of experience supervising personnel and managing a technology based support operation, including experience/responsibility managing diverse/complex projects and teams; professional certifications in ITIL Foundation, SQL, Microsoft and possession of a valid Class 5 driver's licence.

The successful candidate must pass/maintain the required enhanced reliability clearance including polygraph. Hours of work are Monday to Friday, 8:00 a.m. – 4:00 p.m.

**The annual salary for this exempt position is \$92,165 - \$105,990 with an excellent benefits package. Job description and competition information can be found at [www.saanich.ca](http://www.saanich.ca). *This is an open until filled posting.* Please apply quoting competition 132.17 to: Human Resources, District of Saanich, 770 Vernon Avenue, Victoria, BC, V8X 2W7 (Fax 250-475-5550) or Email [careers@saanich.ca](mailto:careers@saanich.ca). We thank all applicants for applying. Only those under consideration will be contacted.**