



IT Specialist

OVERVIEW

Alexco Resource Corp. owns the majority of the historic high-grade Keno Hill Silver District located in Canada's Yukon Territory. With nearly 1,000 meters of underground development completed at our two new deposits and a robust Pre-Feasibility Study released, Alexco is advancing the district towards a production decision with the goal of production in Q4 2020. This is a great opportunity to be part of the team that is building one of the highest-grade silver operations in the world.

We are looking for a **Junior IT Specialist** who will play a support role within the Keno Hill mine team. The role offers responsibility and autonomy so you must be highly organized.

RESPONSIBILITIES

- Identify, troubleshoot, research, support and resolve IT issues;
- Coordinate with end user for installation/move and change once the required hardware is delivered;
- Backing up end user data and restore back if required;
- Maintain, troubleshoot and administer the use of local area networks (LANs), wide area networks (WANs) and computer workstations and peripheral equipment;
- Evaluate and install computer hardware, networking software and operating system software;
- Provide problem-solving services to network users;
- Set up local area networks and connections to the Internet
- Other tasks as required

REQUIREMENTS

- Excellent technical knowledge of PC and desktop hardware and software;
- Technical knowledge of current protocols, operating systems and standards;
- Advanced Microsoft Office skills and knowledge (Excel, Word, Outlook) to support excel daily stats;
- Ability to identify, collect data, and resolve IT issues
- Excellent interpersonal, oral and written communication skills;
- Great organizational, time management skills and the ability to multi task;
- Experience with various handheld devices;
- Valid drivers license

THE REWARDS

The position offers a competitive remuneration package.

CONTACT US

Please apply directly by submitting your resume, to hr@alexcoresource.com preferably as a Microsoft Word document. Please note, that due to the number of applications we receive, only those selected for an interview will be contacted