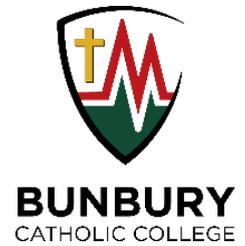


# BUNBURY CATHOLIC COLLEGE

## SENIOR INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT) OFFICER



*Bunbury Catholic College is a Year 7-12 College with a total enrolment of 970 students. Bunbury is a vibrant and growing city less than two hours from Perth that offers an amazing quality of life and is in close proximity to all of the South-West's best wine, food and beaches.*

### POSITION DETAILS

Bunbury Catholic College invites applications from enthusiastic and experienced professionals for the position of Senior ICT Officer. The Senior ICT Officer reports to the Systems Administrator and is responsible for the operation of the IT Help Desk.

The Senior ICT Officer will provide a high level of end-user computing support to staff and students, to ensure effective delivery of IT services.

<b>POSITION:</b>	Senior Information and Communications Technology (ICT) Officer
<b>CONDITIONS:</b>	Full time Ongoing, 1 FTE Commencing as soon as possible
<b>HOURS:</b>	5 days per week 8.00am – 4.00pm (Hours can be negotiated) 48 weeks per year – 4 weeks annual leave per annum pro rata
<b>SALARY:</b>	As per the Roman Catholic Archbishop of Perth Non-Teaching Enterprise Bargaining Agreement (2014) for Administrative & Technical Officers and depending on qualifications and experience of the successful applicant.  Level 4 to Step 4 to Level 5 Step 1 negotiable based on experience and qualifications Full time equivalent Salary Range \$84,794 to \$91,422

### QUALIFICATIONS AND SKILLS

- Commitment to providing a high level of customer service.
- Proven experience in supporting end-users and their devices.
- Proven experience with Microsoft products including Microsoft Windows operating systems and Microsoft 365 applications.
- Demonstrated ability to troubleshoot and resolve IT issues.
- Well-developed written and verbal communication skills, including the ability to communicate technical concepts to non-technical users.

### APPOINTMENT

The position requires a person with excellent interpersonal and organisational skills. Experience in a similar work environment would be considered favourably.

The Duty Statement and Selection Criteria can be found via the following links:

[Senior ICT Support Officer - Duty Statement](#)

[Senior ICT Support Officer -Selection Criteria](#)

### How to Apply

Applicants should complete the 'Support Staff Positions' application form on our website [Employment Opportunities | Bunbury Catholic College](#) and return with a covering letter, CV and all required attachments to:

The Principal - Confidential  
Bunbury Catholic College  
PO Box 414  
BUNBURY WA 6231  
Email: [human.resources@bccwa.wa.edu.au](mailto:human.resources@bccwa.wa.edu.au)

**Closing Date: Applications must be submitted before 3.00pm – Friday 27 February 2026**