Job Title: IT Cloud Administrator / Contractor

Location: Ontario, Canada (Remote/On-site as needed)
Company: Hawki IT

About Us:
At Hawki IT, we pride ourselves on delivering precision, agility, and vision in managed IT services, security, and cloud infrastructure solutions. Our team is dedicated to making technology simple and effective for our clients, empowering them to focus on their business growth. We are looking for an ambitious, proactive IT Administrator (Contractor) who embodies our values and is eager to grow with us to a full time employment opportunity.

Position Overview:
We're seeking a self-motivated, dynamic **IT Cloud Administrator (Contractor)** based in Ontario. The ideal candidate is passionate about technology, skilled in IT fundamentals, and able to communicate effectively with non-technical clients in a friendly, professional manner. You should also be able to travel locally as needed within Southern Ontario, have a valid driver's license and an automobile.

Key Responsibilities:

- Provide IT support and consulting to small and medium-sized businesses, focusing on managed services, cloud infrastructure, and security solutions.

- Communicate technical solutions in an approachable, clear manner to clients and non-technical stakeholders.

- Diagnose, troubleshoot, and resolve IT issues across various hardware, software, and network environments.

- Assist in deploying cloud-based solutions and ensuring smooth transitions for clients.

- Collaborate with senior team members to implement IT strategies that meet clients' business needs.

- Maintain detailed documentation of work performed and client communications.

Requirements:

- Based in Southern Ontario, with the ability to travel locally as required, have a valid Ontario driver's license and an automobile.

- Professional proficiency in English, both spoken and written.

- **Min. 3 years of experience** in IT support, consulting, or managed services (internships and co-op experiences included). Preference made to Canadian, North American, European IT experience.

- Strong foundational knowledge of IT systems, including hardware, software, networking, Microsoft, Azure, and overall cloud technologies.

- Ability to translate complex technical concepts into simple, understandable language.

- Excellent client service skills with a friendly, patient demeanor.

- Ability to manage time efficiently and juggle multiple projects.

- Maturity and professionalism in order to interact with clients.

Preferred Qualifications:

- Some experience with IT managed services or working with small/medium businesses.

- Knowledge of cloud platforms and cybersecurity solutions.

- Relevant IT certifications (e.g., CompTIA A+, Network+, Microsoft Certified).

Compensation:

- Full-time salary: depending on experience, with potential to transition to full-time.

- Base + Profit Sharing / Commissions on new referrals

Why Hawki IT?

- Be part of a fast-growing IT company that values agility, precision, and client-focused solutions.

- Opportunities for growth, learning, and advancement within the organization.

- A supportive team that fosters professional and personal development. You work independently but also within a great team that has your back. No egos.

To Apply:
Send your resume and a cover letter detailing your experience and why you're a fit for this role to
https://www.hawkiit.com.careers

Email: hello@hawkiit.com