

Job Posting:167445 - Position: S25 IT Co-op 167445

Co-op Work Term Posted:	2025 - Summer
App Deadline	03/06/2025 09:00 AM
Application Method:	Through UBC Science Co-op
Posting Goes Live:	02/26/2025 04:59 PM
Job Posting Status:	Approved

ORGANIZATION INFORMATION

Organization	Aspect Biosystems
Country	Canada

JOB POSTING INFORMATION

Placement Term	2025 - Summer
 Job Title 	S25 IT Co-op 167445
Position Type	Co-op Position
Job Location	Vancouver, BC
Country	Canada
Duration	8 months
Work Mode	To be confirmed
Salary Currency	CAD
Salary	3500.0 per hour for 0 Major List
Salary Range \$	3,500 to 6,000/month
Job Description	

Position Title: IT Co-op

Location: Vancouver, BC

Status: Full-Time

We are seeking a self-motivated IT Co-op to support the various IT needs for the Aspect team. This is an exciting opportunity to provide specialized knowledge to a high growth biotech, improve efficiencies, and help scale our organization.

What You'll Do

- Provide support to Aspect team on a variety of IT requests and problems
- Troubleshoot PC's, printers, network, and remote desktop
- Workstation administration and system setup
- Onboarding new employees and offboarding the ones that leave
- Install and configure applications, diagnose software faults, and solve technical and application problems
- Maintain hardware inventory
- Administer user accounts across multiple systems
- Assist in selecting and deploying new technology to support organizational goals and objectives
- Proactively learn and train other staff members on new technologies
- Provide positive customer experiences when working with users
- Support the software engineering team on other ad hoc projects

Who We Are

Aspect Biosystems is a Canadian biotechnology company combining the power of microfluidics and 3D bioprinting to create bioprinted therapeutics. Our bold team of innovators and entrepreneurs have joined us from all over the globe to move the needle on 3D bioprinting and work towards a future where our technology is used to save lives and make people healthier.

We are endlessly curious and wildly passionate about what we do. Our team is always excited to learn and roll up our sleeves to make a difference in the ever-changing world of biotech. We believe that every person on our team is a key contributor to our success. If you are committed to make

Why Aspect?

The environment at Aspect is fast-paced, collaborative, ever-changing, and supportive. We are looking for team players who bring substantial expertise and competency in their field. We offer competitive compensation packages and benefits with excellent opportunities for personal growth and career development.

At Aspect Biosystems, we celebrate diversity and are committed to creating an inclusive environment for all employees. All aspects of employment including the decision to hire, promote, discipline, or terminate, will be based on merit, competence, performance, and business needs. We do not discriminate on the basis of race, colour, religion, marital status, age, national origin, ancestry, physical or mental disability, medical condition, pregnancy, genetic information, gender, sexual orientation, gender identity or expression, veteran status, or any other status protected under federal, provincial, or local law.

Job Requirements

Who You Are

- **Education:** Student enrolled in computer science, computer systems technology or similar
- **Ideal Background:** Expertise in PC and Apple hardware. You have a high level of experience in troubleshooting both Windows and Mac operating systems, networking issues, and have worked in a customer service role.
- **Problem Solver:** Demonstrated ability to identify innovative working solutions to problems with challenging constraints
- **Effective Communicator:** You have superior written and verbal communication skills. You are an active listener who can communicate to different audiences in diverse situations
- **Detail oriented:** You have outstanding attention to detail, and experimental and process rigour. You take pride in your work and strive for excellence in the work you do
- **Go-Getter:** You work with a sense of urgency, are results-driven, and thrive in a fast-paced, interdisciplinary, and entrepreneurial environment. You are willing to roll up your sleeves and do what it takes to get the job done

Citizenship Requirement N/A

APPLICATION INFORMATION

Application Procedure	Through UBC Science Co-op
Cover Letter Required?	Yes
Address Cover Letter to	Hiring Manager