



Title: Systems Specialist

Location: 16 Speers Road, Winnipeg.

At Star, our people make the difference. We offer an exciting place to build your career with competitive compensation and benefit packages, company matching RRSP/DPSP program, employee home purchase program and employee discounts.

Job Overview

Reporting to the Systems Manager as the **Systems Specialist** you support the development, maintenance and continuous improvement of business applications, system integrations and eCommerce website. This role ensures data accuracy across integrated applications, develops business intelligence reporting, troubleshoots systems issues and identifies opportunities to improve end-user experience.

Your day-to-day responsibilities will include:

- Developing working knowledge of the Epicor BisTrack ERP system in a system administrator capacity.
- Assisting in programming development and maintenance of integrations between the Epicor BisTrack ERP system and other applications including the eCommerce website.
- Creating and maintaining business intelligence reports and data analyses based on user requests.
- Learning, supporting, and administering additional software applications in use at Star Building Materials.
- Monitoring and assisting in developing eCommerce website performance, functionality and data integrity
- Preparing and maintaining documentation related to systems, processes, and responsibilities within the role.

As our ideal candidate, you are...

- A strong communicator; you clearly express your thoughts in conversation as well as write and present in a persuasive and influencing manner.
- An active listener; you seek to understand and listen to others in a non-judgmental way.
- A creative problem solver; you think outside the box for solutions without fear of failure.
- A leader; you attract, retain, develop or improve the skills of others through effective coaching and guidance.
- A visionary; you see the 'big picture' and adjust work to reflect the complex network of forces at play.

Essential Requirements

- Degree/Diploma in Computer Science, Information Technology or equivalent.
- Minimum one year of IT administration experience.
- Understanding of business applications and operational processes.
- Experience querying Microsoft SQL Server or similar databases.
- Knowledge of software programming languages.
- Knowledge of website UI/UX principles, design and analytics.
- Satisfactory verification of criminal record check.
- Proficient in Microsoft Office programs (Outlook, Word, Excel, Teams, SharePoint and PowerPoint).
- Experience querying Microsoft SQL Server database or similar.
- Knowledge of web UI/UX principles, web design, and website analytics.

What We Value

- Creating trusting and successful working relationships.
- Cooperating with team members in an open, positive and respectful manner.
- Setting clear, measurable and achievable goals.
- Taking responsibility for the outcomes of decisions and actions.
- Continuously pursuing learning and growth.
- Staying current with technical job skills.

Work Conditions

You primarily work in a general office environment during regular business hours. Overtime may occasionally be required.

About Us

Star Building Materials is an independent, wholly owned division of Qualico. The company is a leading provider of building materials, trusses, ready to move homes, and cottage and garage packages operating under the Star Building Materials, Star Ready to Move Homes and Star Truss brands. With over 50 years of experience, Star Building Materials is committed to providing reliable and innovative products and services. To learn more, click [here](#).

Qualico welcomes applications from people with disabilities. Accommodations are available upon request during the assessment and selection process.

Candidates being considered will be contacted. We thank you for your interest. Join our Talent Community to stay up to date on job opportunities and to find out why we have the best reason to come to work every day.

Closing date: August 25, 2026

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