

Vacancy for Summer of 2019

POSITION: IT Support Assistant

RESPONSIBILITIES:

Under the supervision of the Technology Operations Manager the Technology Summer Assistant will assist with:

- Install new/additional wire to enhance network infrastructure. Test & Terminate to industry standard;
- Unbox, inventory & install new computers.
- Assist with deployment of fresh images and device enrollment.
- Remove existing computers from classrooms and labs and assist with disposition.
- Understand and follow best practices, standards and technical approaches
- Install classroom overhead projectors; and,
- Other duties as assigned

REQUIRED QUALIFICATIONS:

- Minimum 1 year in a post high school level Information Technology, Computer Science or related degree program, or work experience equivalence.
- Experience with basic computer networking and enterprise class networks is preferred.
- Ability to lift and move at least 48 lbs. push/pull 35lbs. of force, and climb up and down ladders.
- Adaptability to changing conditions due to ongoing building renovations.
- Experience with basic hand tools.

PAY RANGE: Pay: \$12-\$15/hr. depending on experience.

WORK HOURS: 32-40 hrs. per week, 7am daily start time, Monday – Friday. Some flexibility required.

START DATE: June, 2019