Position
We are looking for a qualified Computer Technician Intern to install, maintain and repair computers and some network equipment. Seeking student interested in a career in IT. This is a part-time position, 16-24 hours a week for the Spring semester, January through May 2020.

As a computer technician you must be well-versed in computer systems and network functions. The ideal candidate will be able to work diligently and accurately and will possess a great problem-solving ability in order to fix issues and ensure functionality. This candidate would also be personable and able to help end users with hardware/software issues.

The goal is to install and maintain high quality networks and computer systems.

Duties & Responsibilities
• Working with user accounts.
• Setup new computers and equipment.
• Operating system installs and upgrades including updating drivers and imaging computers.
• Maintain and repair technological equipment and peripheral devices.
• Manage security options and software in computers and networks to maintain privacy and protection from attacks.
• Perform regular upgrades to ensure systems remain updated.
• Troubleshoot system failures or bugs and provide solutions to restore functionality.
• Keep records of repairs and fixes for future reference.
• Maintain inventory of company assets.
• Offer timely technical support and teach users how to utilize computers correctly.
• Assist with conference room equipment setup.

Education/Experience
• Education in computer systems management
• An understanding of LAN/WAN networks
• Thorough knowledge of computer systems and IT components
• Good knowledge of internet security and data privacy principles a plus
• Excellent troubleshooting skills
• Very good communication abilities and a positive attitude
• Good record keeping skills.
• Associate degree track in computer science, engineering or relevant field
• Relevant certifications (e.g. CompTIA A+) will be an advantage

How to apply:
Please send your Resume, Cover Letter, and MCC M# to: Joe Snowden at jsnowden4@monroecc.edu