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# Example of Computer Support Technician Job Description

Our innovative and growing company is looking for a computer support technician. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for computer support technician

* Collaborate and coordinate with other members of SEFS IT University IT staff
* Work directly with faculty, staff, and students of various levels of technical background in a
* Professional and constructive manner to resolve issues and provide appropriate solutions as needed
* Support faculty and staff in setup and use of equipment for meetings or classes such as video
* Projectors, laptops, and videoconference systems
* Troubleshoot issues with systems and software in active classroom and meeting environments
* Help develop and maintain documentation, lead group training sessions, and instruct individual users ad hoc on technology, systems, and software in use
* Repair computer equipment including utilization of vendor specific warranty repair procedures
* Occasional travel to off campus locations located within Washington State
* Working with the End User Computing Support team members and other IS work groups to implement, maintain and troubleshoot specific issues, questions and problems associated with individual computers or related hardware

## Qualifications for computer support technician

* Demonstrated general knowledge of operation of computers and printers
* Speaking, hearing / listening, seeing, manual dexterity
* Must hold a current COMPTIA Security + certificate
* Use network domain systems
* Three years related work experience
* Knowledge of creative software