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# Example of Computer Tech Job Description

Our growing company is looking to fill the role of computer tech. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for computer tech

* Installing operating systems
* Managing inventory of computer systems
* Helping in the server room
* Create software engineering specifications that will be used to guide assigned projects
* Strong Time Management skills to meet project deadlines
* Analyze and operate with a consumer-focused and platform mindset
* Interface with global software team to develop new technologies and products
* Assist the Level 3 network team (this is the team you would be a part of)
* Implementation, setup and configuration of Data Courier across all environments
* Trouble-shooting, analysis and resolution of Data Courier issues, as identified by analysts

## Qualifications for computer tech

* Commit to the role for at least 1 full calendar year (BEFORE completing classes for your stated undergraduate degree or BEFORE transferring out of the area)
* Reliable attendance and punctuality in commuting to work daily or at least 3 days a week
* Working in a team environment self-managing
* Certified with (BLS - C) or should obtain it during the probationary period
* Windows 7+ and Windows 2008 Server+, Linux (SLES and/or RHEL), and VMWare ESX
* Operating System experience including all aspects of setup, config, and network troubleshooting