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# Example of Technology Intern Job Description

Our growing company is searching for experienced candidates for the position of technology intern. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for technology intern

* Manage PC movement to assure proper device ownership
* Assist with wire management
* Troubleshoot and fix audio/visual equipment (projectors, TVs, monitors, conference room equipment)
* Capture IT-related turnbacks/escapes, determine root causes, and implement corrective action
* Collaborate with other site audio/visual and IT personnel to create standard work across Electric Power Systems
* SAP SRM Access to purchase equipment (audio/visual related items)
* Researching markets and potential licensors for Rice inventions
* Assist with maintaining software licenses, , Microsoft, Adobe, Citrix
* Work on L3 support and build small enhancements and bug fixes
* Support Control Agenda

## Qualifications for technology intern

* Have a design thinking approach
* Entrepreneurial spirit – takes initiative, brings energy and enthusiasm, loves to learn new things
* Fearlessness in asking questions, eager to learn, fast learner
* Flexibility, enjoys a fast-paced environment with lots of change
* Willingness to share insights, opinions and recommendations
* Great attention to detail, with the ability to step back and see the big picture