



Example of Information Technology Technician Job Description

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Our innovative and growing company is looking for an information technology technician. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for information technology technician

- Responsible for sending equipment in to the proper service center for repair
- Second-level and backup first-level client support across all CSA facilities
- Support external customers/suppliers internal employees in managing user security access and use of Intranet/Extranet applications and websites
- Responsible for knowing, following and managing corporate audit and Sarbanes Oxley policies and procedures around user security access to all CSA business systems
- May come in contact with highly confidential company information or documents while performing IT services support
- Occasional travel outside of the district may be required
- Eradicate viruses, malware, spyware and other harmful programs from campus computers
- Assist other IT staff
- Documents knowledge/support materials (ex
- Of a technician

Qualifications for information technology technician

- Experience with imaging software (GHOST) and data back-up technologies
- Associates / Bachelor's Degree in Computer Science, Information Systems or other related field
- C2, ERP System (J.D

- Extensive knowledge base of personal computers and computer networking concepts