



# Example of Information Technology Technician Job Description

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Our company is looking to fill the role of information technology technician. 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 information technology technician

- Assist in creating a structured approach for deploying new hardware and software, including procurement, testing and change management
- Monitor the fault reporting systems to ensure service delivery meets user demands, taking remedial action as appropriate
- Work within a scheduled maintenance environment
- Review and utilize existing practices and procedures
- Provide feedback on operational improvements
- Work collaboratively with other teams in providing support, troubleshooting and maintenance of systems
- Business Administration Position Description
- Organization and Roles
- Information and Communications Technology Technician
- Provides support of IT facilities, PC/Desktop, and IT End User Support and may lead some small regional or site support efforts

## Qualifications for information technology technician

- Must have an active TS/SCI clearance able to obtain CI Poly Intelspace
- The successful candidate will have experience with technology licensing, installations, maintenance and repair work on computer equipment
- Other related IT certifications (A+, Microsoft Certified Professional)

- Must be an enrolled student in Higher Education or High School