



POSITION VACANCY

The vision of Tolles Career & Technical Center is to **LIFT All Students**

If these words resonate with your personal mission, we might be a great fit.
Our job is clear. Our direction is up. And our students, lifted.

POSITION:	Computer Technician
POSTED:	December 8, 2018
REPORTS TO:	Supervisor of Technology
APPLICATION DEADLINE:	Position open until filled
STARTING DATE:	January 2, 2019
QUALIFICATIONS:	<ul style="list-style-type: none">• Candidate must be proficient with Mac OS, iOS devices, and Win OS. Certifications are desirable.• Must possess strong technical skills as evidenced by an associate degree and/or equivalent combination of computer training/work experience. Bachelor's degree is desirable.• Have a strong commitment to keeping current with advances in computer technology.
RESPONSIBILITIES:	<p>In addition to Job Description 502, successful candidate will:</p> <ul style="list-style-type: none">• Manage desktop, laptop, and mobile device configurations and deployment in a timely fashion. Includes image standardization and creation as well as the field deployment of technology equipment.• Manages and services the district-wide help desk services.• Provides technical and hardware support to help staff/students use technology effectively in a timely fashion. Prepares training materials and instruction when necessary.• Sets up networks (LAN, WAN, Wi-Fi, etc.) and maintains network infrastructure as assigned by supervisor.• Manages a perpetual inventory control system for fixed assets and supply inventory items.• Have good organizational, communication, management, human relations, and public relations skills.
SALARY & CONTRACT:	Salary based on experience and credentials.
APPLICATION PROCESS:	<p>Submit Tolles application, resume, references, copies of college transcripts, copy of current certifications to:</p> <p>Tolles Career & Technical Center 7877 US Highway 42 S Plain City, Ohio 43064-9554 614.873.4666, ext. 4213 Fax: 614.873.8761 lwirick@tollestech.com</p>

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....An Equal Opportunity Employer....