

Form Name: Student Employment Job Description  
Submission Time: July 19, 2023 3:10 pm  
Browser: Chrome 114.0.0.0 / Windows  
IP Address: 199.8.89.253  
Unique ID: 1122712659  
Location:

<b>Job Title</b>	ITS Student Technology Specialist
<b>Department</b>	IT Services
<b>Contact Person</b>	Tim Bard
<b>Title</b>	Director of Infrastructure
<b>Email</b>	tbard@huntington.edu
<b>Phone</b>	(260) 359-4084
<b>Federal Work Study Only</b>	No
<b>Number of Positions</b>	1
<b>Start Date</b>	08/28/2023
<b>End Date</b>	12/08/2023
<b>Hours Per Week (10-15 max)</b>	10
<b>Specific Days / Times</b>	Office Hours
<b>Wage Rate</b>	9.00
<b>Application Deadline</b>	08/18/2023
<b>Describe the essential functions and duties:</b>	Deliver and set up computer and AV equipment campus-wide. Organize the workspace in the IT Services workroom. Install, patch and upgrade software.
<b>Required Qualifications</b>	Basic computer skills with willingness and aptitude to learn additional skills related to technology.
<b>Preferred Qualifications:</b>	Experience setting up computers and AV equipment. Experience deploying computers. Experience working with computers in a domain environment.
<b>Professional Competencies:</b>	Ability to work in a team structure. Ability to make decisions and solve problems. Ability to verbally communicate with persons inside and outside the organization. Ability to obtain and process information.
<b>Appropriate Dress:</b>	Business casual (khakis)
<b>Student Contact Procedure</b>	Submit Resume