TOUGALOO COLLEGE
TOUGALOO, MISSISSIPPI 39174

NOTICE OF JOB OPENING

TOUGALOO COLLEGE Seeks: Network Technician

Position Summary: **In this role, the primary function will be to provide outstanding customer service and support to the College by efficiently and effectively operating the College's IT Helpdesk and managing the helpdesk ticketing system. The Network Technician will provide support to all students, faculty, and staff on computer hardware, software, and network access. The technician will provide maintenance of the computer desktop environment by analyzing requirements, resolving problems, installing hardware and software solutions, and supporting the Office of Information Technology staff. The Network Technician will be responsible for the internal support of the College's computers, tablets, printers, and related equipment. Tasks include end user support, troubleshooting, new deployments, license tracking, and performing computer maintenance, upgrades and configurations. Administrative duties include answering and routing calls, scheduling appointments, transcribing meeting minutes, coordinating calls and meetings for the Office of Information Technology staff, compiling reports, document reproduction, and composing routine correspondences.**

Experience/Qualifications: **A Bachelor's degree in Computer Science, Information Systems or equivalent is preferred. Minimum requirements include: an Associate's degree in Computer Science Networking or equivalent. Also, must have three to five years of relevant experience with Microsoft Windows Vista/7/8 and Linux operating systems and working knowledge of relevant enterprise software and hardware.**

Date of Position Opening: **May 21, 2015**

Application Deadline: **June 30, 2015**

Salary: **28,000.00**

Mail Documents to:

Tougaloo College
Attention: Director of Human Resources
500 West County Line Road
Tougaloo, MS 39174

Fax Documents to: **(601) 977-7866**

ALL APPLICANTS WILL BE CONSIDERED WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, AGE, NATIONAL ORIGIN, SEXUAL ORIENTATION, DISABILITY, CITIZENSHIP, VETERAN STATUS, GENETIC INFORMATION, GENDER IDENTITY; OR ANYOTHER LEGALLY PROTECTED STATUS. THE COLLEGE PROHIBITS SEXUAL HARASSMENT, INCLUDING SEXUAL VIOLENCE.

TOUGALOO COLLEGE AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

HR/02/09/15