

Posting Date: Spring 2012
Position: Prep Technician
Department: Desergate or Genesys Computer Sales
Reports To: General Manager
Job Type: 1 Student Internship (Freshman or higher)
Rate: \$12/hr
Spring 2012: Up to 15 hrs/week

Summary

Prepare computers for repair, assist senior technicians with computer repair, and assist with cleaning of tech room

Key areas of responsibility

Run hardware diagnostics on computers as directed
Clean and remove dust from computers
Replace/install hardware components
Organize tools and equipment in work area and keep it tidy
Assist with more advanced computer repairs and system builds

Consults with

Chief Technician
Reception Staff
All levels of management

Term of employment

Part-time, temporary. Position may be extended upon evaluation at the end of internship.

Qualifications

Knowledge of basic computer hardware components
Good organizational skills
Ability to lift a minimum of 50 pounds

How/where to apply:

Go online to www.armasineducation.com or pick up application package at ARMAS (Engineering Bldg #106) with Mabel Suárez (T. 426-2104) or Monique Esquibel (T.426-2010).

Contact Information:

Mabel Suárez, Internship Coordinator
Monique Esquibel, Center Office Specialist
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