POSITION ANNOUNCEMENT

Position: Technology Support & Testing Specialist - Crossroads/Effingham Campuses

Under general supervision, assists with Technology Support and Testing Center Operations. This position will function at the Crossroads and Effingham Campuses, with regular travel between campus locations. Typical duties include the following:

• Installs and maintains servers, PCs and other technology applications according to established specifications.
• Supports classroom AV installations.
• Upgrades operating systems and application software.
• Troubleshoots problems and provides customer assistance and training.
• Determines technology needs of internal and external customers and recommends solutions to meet their needs.
• Assists with Testing Center operations, to include scheduling and administration of testing sessions.

Minimum Qualifications

• Associate degree and two years of experience in an IT department within the education sector.
• Excellent oral and written communication skills.
• Knowledge of Microsoft networks and troubleshooting techniques.

Preferred Qualifications

(In addition to minimum qualifications):
• Professional certification in network and/or operating systems from a recognized accrediting association or vendor.
• Technical or military training in a computer field.
• Familiarity with helpdesk ticketing software.
• Experience working in an IT helpdesk environment.
• Experience managing vendor installations of hardware or software.
• Experience with computer based testing applications, with willingness to obtain necessary certifications.

Physical Demands

Work is typically performed with the employee sitting at a desk, standing for extended periods, or stooping. The employee must be able to lift up to 50 pounds routinely, climb, stand for extended periods of time, reach bend, and stoop. The ability to speak clearly is required. The ability to hear and understand at a normal conversational level is required. Full range of hand and finger motion is required for data entry purposes. The ability to distinguish color is required for electrical wiring purposes. Valid driver’s license and insurability required.

Salary/Benefits

Salary is commensurate with education and work experience. Benefits include paid state holidays, annual and sick leave, and the State of Georgia Flexible Benefits package. Positions are contingent upon funding.

Application Deadline

For best consideration, applications should be received by August 14, 2013. Position considered open until filled. Candidates must pass a criminal background check. Applicants must submit a completed Savannah Technical College Employment Application, a cover letter, and a resume (incomplete submissions will not be considered). Applications may be downloaded at: www.savannahtech.edu.

Please submit the completed application, cover letter and resume to:
Savannah Technical College
Human Resources Department
5717 White Bluff Road
Savannah, GA 31405-5521

POSITION CONTINGENT UPON FUNDING AND ALLOCATION OF POSITION.

All male applicants between the ages of 18 and 26 years of age must present proof of Selective Service Registration.

Savannah Technical College is an equal opportunity employer and does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, veteran status, or citizenship status (except those special circumstances permitted or mandated by law). Invitation to Self-Identify. For compliance activities, contact Melissa Banks, Title IX and Equity Coordinator, Room A110 or 912.443.3388. Send written compliance related correspondence to Savannah Technical College, Attn: Melissa Banks, 5717 White Bluff Road, Savannah, GA 31405.

STC is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the associate degree.

Candidates may be required to submit a valid Driver’s License, proof of insurability, and/or a driver’s history report for positions involving state travel.

Note: No phone inquiries please. Due to the volume of applications received, we are unable to personally contact each applicant. If we are interested in scheduling an interview, a representative from our college will contact you.