



**Student Employment Office Only**

\$10.00 per hour

**Department Only**

**Department:** IT Field Technicians

**Campus:** New Smyrna

**Funding:**

- FWS
- IWS 
  - Cost Center: 4401000
  - Cost Center Manager: Eric Urff

**Hours Per Week:** 20

**Days Needed:** Monday  Tuesday  Wednesday  Thursday  Friday   
Saturday  Sunday

**Times Needed:** 8am - 5pm Mon - Fri (Flexible)

**Supervisor:** Amanda Bolton

**Method of Contact:**

- Call: 386-423-6316
- Email: Amanda.Bolton@daytonastate.edu
- In person: Building # SC-2 Room # 111

**Required Documents:**

- Cover Letter
- Resume
- References

**Job Title:** IT Field Tech Work Study

**Purpose of Job:** Assist Field Tech Mgrs. with maintaining and installing computing equipment and perform related office duties.

**Duties/Responsibilities:** 1. Trouble-shoot/repair computers, printers, monitors and related computer operating systems. 2. Interact with DSC's administrators, faculty and staff to assure prompt delivery of services and respond to needs under supervisors guidance. 3. Commute to different locations within the main campus and to College's branch campuses (for: removal, replacement/setup/configuration, and/or storage of computer/software) as needed. 4. Assist Managers with other duties relevant to the position as needed. 5. Report, as needed, to supervisor any Information Technology related issues that may arise.

**Job Qualifications:** 1. Pursuant of a degree in any Computer Technology field. 2. Advanced knowledge of computers, latest desktop software, operating systems, web browser software, and hardware. Some networking experience is helpful. 3. Have basic computer skills with knowledge of taking components out of computer, and troubleshooting/diagnosing the troubled part. 4. Must be able to communicate well with students and staff. 5. Must have the ability to understand oral and written instructions without hesitence. 6. Ability to lift 50+ pounds when required.