IT Technician

Responsibilities:

- Deliver daily helpdesk and technical support for school end-users
- Provide photo/video taking, IT and AV technical supports for school events
- Manage and maintain IT infrastructure, including servers, network switches, firewalls, and access points
- Troubleshoot hardware, software, and network issues
- Handle administrative and clerical tasks for the IT department
- To liaise with IT vendors
- All other IT duties as assigned

Requirements:

- Diploma or above in Information Technology or related disciplines
- Fresh graduates welcome
- Good command of English and Chinese (spoken and written)
- Responsible, detail-minded, pleasant, helpful, diligent, and able to work independently
- Microsoft (MCP, MCSA, MCSE) or Cisco (CCNA, CCNP) certifications an advantage

Applicants are invited to apply by submitting an application letter together with resume stating current and expected salary by email to **recruit@spcc.edu.hk**, or by post to **The Principal, St. Paul's Co-educational College, 33 MacDonnell Road, Hong Kong.** Please mark "Confidential" and clearly indicate the post applied for on the envelope. Candidates will be required to undergo the Sexual Conviction Record Check (SCRC).

(All enquiries and applications will be treated in strict confidence and only used for employment related purposes.)