SWAN

Internship (6months)

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IT Technician

Duties will include:

- Provide tier-1 technical support to Swan staff, and escalate issues if they cannot be resolved
- Perform basic end-to-end user support utilising industry best practices.
- Setup new user workstations and maintain asset management.
- Perform routine maintenance and upkeep on all office IT infrastructure and systems.
- Ensure Patch Management / Security Management compliancy for all workstations.
- Provide / Maintain user training documentation to achieve optimal user proficiency, productivity and performance.
- Explore new and innovative technical solutions for a problem
- Any other cognate duties which may arise aligned to business requirements.

Qualifications and Experience:

The ideal candidate should possess the following profile:

- Holder of a Higher School Certificate
- Have a certificate in Computer Studies
- Microsoft Certified Professional namely A+ and N+
- Have at least 1 year in IT technical sector
- Have excellent interpersonal and communication skills (both oral and written)

If you feel challenged by the above position, and believe you have the required profile, please send your application letter and a full Curriculum Vitae quoting '**Internship - IT Technician** 'in the subject line to

hr@swanforlife.com

Closing Date: 08 July 2020

The Company reserves the right:
1.   To convene only the best qualified candidates to participate in the selection exercise.
2.   Not to make any appointment following this advertisement.