**Title of Position:** Computer Lab Assistant

**Division/Department:** School of Trades and Technology

# Job Duties

* Assist Faculty with daily maintenance of lab equipment e.g. organizing and clearing configurations from routers and switches,
* Clearing files from lab PCs (this is the computer lab equivalent of sweeping and tidying which we allow in Trades),
* Assist with class room set-up and prep ,
* Provide basic tech support in lab e.g. issues re: computer booting up,
* Ensure compliance with safety rules for labs e.g. no roughhousing, monitor classroom for use of unapproved/ unlicensed devices etc.

# Qualifications

* Fourth Semester in CTN/CTY or CSI
* Have completed COMP525 and COMP526 with high lab performance grades
* Knowledge of Cisco Lab Equipment provisioning and clearing
* Excellent oral English communication skills
* Ability to utilize applications such as Teraterm, Packet Tracer, SSH, Telnet, Wireshark
* Qualifications
* Fourth Semester in CTN/CTY or CSI
* Have completed COMP525 and COMP526 with high lab performance grades
* Knowledge of Cisco Lab Equipment provisioning and clearing
* Excellent oral English communication skills
* Ability to utilize applications such as Teraterm, Packet Tracer, SSH, Telnet, Wireshark
* Must have excellent time management skills and customer service skills to deal effectively with support staff, students, and Faculty and function as a team player

# Additional Information ie special equipment or travel