



American Samoa Community College
Agriculture Community and Natural Resources (ACNR)
EMPLOYMENT OPPORTUNITY

Position Title: Computer Lab Technician
Employment Status: Full Time/12 months (Career Service)

General Description:

Under the supervision of the ASCC ACNR Network Specialist, the Computer Lab Technician assists ACNR students who need access to a computer in order to fulfill course requirements and to keep current with the growing research and information resources found on the Internet. The successful candidate will be responsible for monitoring the daily operations of the ACNR Computer Lab as well as assisting students with its use. He/she will work with the Network Specialist on the procedural and operational functions of the computer lab.

Responsibilities and Duties:

- Monitor the daily operations and functions of the lab, and use of the computers and equipment.
- Assist students in use and care of the computers.
- Keep daily records on the usage of the lab, write and submit reports, request forms, and provide feedback and evaluation on the operations and functions of the computer lab.
- Setup and maintain lab hardware and software. Familiar with MS Windows 7, 8.1, 10; Mac OS X up to current version; MS Office 2013 and later.
- Perform other duties as assigned by supervisor.

Minimum Qualifications:

- Associate of Arts/Science degree in an Information Technology-related field from an accredited community or technical college or equivalent combination of relevant education and experience.
- Ability to recognize, analyze and resolve computer and network problems.
- Ability to support the technical architecture of ASCC ACNR Local Area Network.
- Must be physically able to lift heavy equipment and flexible for network installation.

Salary Range: GS:12/03-07: \$ 15,073.00 - \$ 17,673.00 per annum.

Application Deadline: August 20, 2018 no later than 4:00pm.

Applications are available from American Samoa Community College, Human Resources Office at 699-9155 Ext. 403/335/436 or by emailing Silaulelei Saofaigaalii at s.saofaigaalii@amsamoa.edu; or ascchumanresources@amsamoa.edu.

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