**On-Campus Job Description**

**To apply**: Go to https://wenatcheevalleycollege.formstack.com/forms/career\_services to submit your information to see if you are eligible for funding.

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| **Job Title &**  **Number of**  **Positions Avail.** | IT Support Technician 1  1 Position (may include evening hours) |
| **Department/ Location** | IT Department  Omak Campus |
| **Rate of pay** | $20.94 |
| **Supervisor** | Joseph Andreason *IT* Customer Support Journey  Mary Henrie Friendship Hall Room 205A  [jandreason@wvc.edu](mailto:jandreason@wvc.edu) |
| **Duties and**  **Responsibilities** | * Help with multimedia setups and troubleshooting in classrooms and for internal and external functions. * Carry out routine tasks such as troubleshooting hardware malfunctions. * Install hardware and software. * Assist with wire pulls. * Prepare computers for surplus. * Set up computers and printers in classrooms. * Assist full-time IT Computer Technicians |
| **Minimum**  **Qualifications** | Must be reliable and able to work independently. Prefer a first-year student planning to take classes in the Computer Technology program and is available to work fall, winter, and spring quarters, preferably for two years. Requires being able to lift a minimum of 25 pounds. The position includes frequent lifting, walking, and standing. |
| **Educational Benefit** | Refine computer applications knowledge  Improve customer service and problem-solving skills  Form professional working relationships with students, staff and faculty from varying educational, cultural and social backgrounds |
| **How to Apply** | Please submit a cover letter and resume stating your interest in the position to [jandreason@wvc.edu](mailto:jandreason@wvc.edu) |

# 10/08/2024

Wenatchee Valley College is committed to a policy of equal opportunity in employment and student enrollment. All programs are free from discrimination and harassment against any person because of race, creed, color, national or ethnic origin, sex, sexual orientation, gender identity or expression, the presence of any sensory, mental, or physical disability, or the use of a service animal by a person with a disability, age, parental status or families with children, marital status, religion, genetic information, honorably discharged veteran or military status or any other prohibited basis per RCW 49.60.030, 040 and other federal and state laws and regulations, or participation in the complaint process.

The following persons have been designated to handle inquiries regarding the non-discrimination policies and Title IX compliance for both the Wenatchee and Omak campuses:

* To report discrimination or harassment: Title IX Coordinator, Wenatchi Hall 2322M, (509) 682-6445, title9@wvc.edu.

To request disability accommodations: Student Access Coordinator, Wenatchi Hall 2133, (509) 682-6854, TTY/TTD: dial 711, sas@wvc.edu.