

**HONG KONG SHUE YAN UNIVERSITY**  
**Computing Services Centre**

**IT Assistant (at the rank of IT Technician)**

**Responsibilities:**

- Under the user support section to provide frontline IT support for staff and students, and the daily operation and activities in the Computing Services Centre and the university;
- Install and manage the PCs and servers' hardware and software;
- Maintenance of audio/visual equipment and video conferencing system and support the use of the equipment;
- Maintaining and performing regular tests on IT equipment;
- Assist in setting up, maintenance and upgrade of IT infrastructure, networks and systems projects;
- Provide field services to support University's events; and
- Perform other tasks as assigned.

**Requirements:**

- Diploma or above, preferably in Information Technology, Computer Science, or IT-related discipline, from a recognized University or technical institute;
- With relevant experience will be an advantage;
- Good interpersonal and communication skills;
- Good knowledge in PC and strong problem-solving skills; and
- Good command of spoken and written English and Chinese.

Salary will be commensurate with qualification and experience. Candidate with more experience will be considered as Senior IT Assistant or Assistant IT Officer.

Please send your CV (information on current and expected salaries should be included) to the Hong Kong Shue Yan University Computing Services Centre at [csc@hksyu.edu](mailto:csc@hksyu.edu)

Deadline: The posts are open until filled.

Personal data collected will be used for recruitment purposes only.