

## Computer Support / IT Assistant

### Responsibilities:

- Provide 1<sup>st</sup> & 2<sup>nd</sup> tier IT technical support to end users;
- Software and hardware installation;
- Maintenance of audio/visual equipment;
- Setup and maintain equipment such as PCs and peripherals;
- Handle phone and email enquiries;
- Perform other tasks as assigned.

### Requirements:

- Diploma or above in IT or related discipline;
- Good interpersonal and communication skills;
- Good knowledge in PC support and strong problem-solving skill;
- Good knowledge in audio/visual equipment is an advantage;
- Immediate availability is an advantage.

Salary will be commensurate with qualification and experience.

Please send your CV (information of 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) on or before 16th August 2021

Personal data collected will be used for recruitment purpose only.