



## CORNWALL HILL COLLEGE

Cornwall Hill College, a co-educational independent school in Irene, Centurion, invites applications for the following post to commence duties on the **1<sup>st</sup> of June 2018** or **soonest thereafter by mutual agreement**.

### **MEDIA SUPPORT TECHNICIAN**

#### **The successful applicant will be responsible for:**

- The candidate will be responsible to assist CHC staff with installation, configuration and ensuring ongoing usability of data projectors and sound equipment.
- Securing equipment
- Assisting the IT Manager in adhoc support issues.
- May involve supporting computer hardware and software as well as networking systems in use in Cornwall Hill College; set-up, configuration, use, and troubleshooting of data projectors and sound bars; tracking calls thru LogIT ticketing system.
- Responsible for inventory, reporting, deploying/removing projector hardware.
- Support the staff in accessing CCTV footage as and when needed.
- Reading and keeping up to date on trends and development. Self-development.
- Installation of media and security camera equipment.
- Report all non-resolved issues to IT Manager.

#### **Successful applicants must meet the following criteria:**

- Sound technical knowledge of data projectors and speakers.
- Installation skills.
- A+ Certified, with at least one year of support experience in a similar environment.
- Must function in a team and have sound interpersonal skills to work with professional staff.
- Must be able to work in a fast paced environment.
- Reading and keeping up to date on trends and development.
- The candidate must be self-motivated and develop himself.
- Willingness to work overtime and on weekends when required.

**CLOSING DATE: Monday 4 June 2018 @ 14:00**

APPLICANTS SHOULD SHARE THE CHRISTIAN ETHOS AND VALUES UPHELD BY THE COLLEGE

Should you not hear from the College by 30 June 2018 please accept that your application has not been successful.

**A curriculum vitae, with letter of motivation should be e-mailed to: [recruitment@cornwallhill.org](mailto:recruitment@cornwallhill.org)**

**(Kindly specify the position you are applying for in the subject line). Please note:**

*Shortlisted applicants will be required to provide a police clearance certificate relating to the sexual offenders list, as required by law. Only suitably qualified and experienced applicants will be considered. Short listed applicants will be notified telephonically. CHC reserves the right not to appoint should a suitable applicant not be found. An application will not in itself entitle the applicant to an interview or appointment and failure to meet the minimum requirements of the advertised post will result in applicants automatically disqualifying themselves from consideration.*