



## Technical Support & Systems Technician

### Job Description

**Details:** Full-time, salary with full benefits

**Accountable to:** Director of Information Technology

**Purpose:** The Technical Support and Systems Technician provides friendly, daily technology support for our Preschool, Childcare, K–8 school and church. This role is ideal for someone who enjoys helping people, solving problems, and learning new systems. Experience with our exact tools is preferred but not required because we will train the right candidate.

### Primary Duties and Responsibilities

- Technology Support for teachers, staff, and church personnel
- Chromebook set up and support for students and teachers
- Windows and Mac troubleshooting
- Classroom technology support including projectors, document cameras, ScreenBeam devices, and audio or video equipment
- Google Workspace account and device support
- iPad and mobile device assistance
- Summer technology projects including device preparation and classroom refresh work
- Basic network troubleshooting including Wi- Fi, cabling, and connectivity issues

### Preferred Skills (Not required but helpful. Training will be provided.)

- Google Workspace for Education
- Microsoft Intune or SCCM
- JAMF for macOS or iPadOS
- Basic networking knowledge
- Experience in a school or nonprofit environment

### Physical Requirements

- Ability to lift and move equipment
- Ability to climb ladders for projectors, cabling, and classroom technology work

### What We Are Looking For

- A friendly and patient person who enjoys helping others
- Someone who likes learning new technology
- A team-oriented communicator

Please [click here](#) to apply send a resume and cover letter to [church@stlorenz.org](mailto:church@stlorenz.org).

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