

SAMPLE POSITION ADVERTISEMENT

Advertisement for: Tulsa World
Attention: Fax # 581-8445
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Category: Computer Professional

Please contact Beth Marinari at (918) 631-3563 with a price quote for a DISPLAY and LINE AD before placing the ad. Thank You.

(University of Tulsa Logo Here)

MICROCOMPUTER SPECIALIST COLLEGE OF ENGINEERING AND NATURAL SCIENCES

The University of Tulsa currently has an opening for a Microcomputer Specialist in the College of Engineering & Natural Sciences. The selected candidate will report to the Workstation Manager and will assist with the installation and maintenance of software applications on the college's microcomputers. Specific responsibilities include debugging hardware and software problems; effectively communicating with and helping students, staff, and faculty with a variety of computer problems; and maintaining the college computer networks including making cable runs in walls and above ceilings.

The minimum qualifications for this position include an Associate's degree in Computer Science or specialized vocational or technical computer training; a minimum of two years experience in troubleshooting hardware and software problems; a demonstrated understanding of IBM compatible computer systems and an interest in UNIX; ability to assume varying responsibilities and requirements associated with maintaining computer equipment in a dynamic university environment; excellent organizational, communication, and interpersonal skills; and the ability to work with a variety of administrative levels and diverse groups of people. An equivalent combination of education and experience may be substituted for the stated minimum qualifications.

The University of Tulsa is an Equal Opportunity/Affirmative Action Employer. TU offers a competitive benefits package, including 100% tuition benefit after one year of employment. To receive full consideration, individuals interested in this vacancy should submit a resume, cover letter, and the name, address, and phone number of three professional references to The University of Tulsa Office of Human Resources, 800 S. Tucker Drive, Tulsa, OK 74104 or fax to (918) 631-2110 or email tujobs@utulsa.edu. Review of applications will commence immediately and continue until this position is filled.