

Open Call for IT Field Technicians!

We currently have over 100 openings for IT Field Technicians for a 3-4-month contract assisting a State Public Agency with the upcoming elections paying \$24/HR. We will be holding a job fair and on the spot interviewing on Sat 9/26/20 from 9am to 2 pm at SuperbTech Inc. 5800 Hannum Ave. Suite #150 Culver City, CA. 90250.

Job Description:

Positions allocated to this intermediate level class work will be responsible for deploying technical equipment to Vote Centers (VC) throughout Los Angeles County, supporting Vote Center operations throughout the voting period via a Call Center or through on-site field support activities, and breaking down and inventorying technical equipment once the voting period is over. This position will work under an assigned supervisor on a variety of assignments essential to conducting election functions of the Department.

Typical duties include, but are not limited to:

- Assisting Vote Center staff as needed with IT issues.
- Performing setup/configuration of all printers, laptops, BMDs, and ePollbooks.
- Setting up and breaking down all electronic devices – along with cable management - at up to one thousand (1,000) Vote Center locations throughout Los Angeles County.
- Packaging voting equipment and peripherals for transport; • Monitoring and troubleshooting all electronic devices, including BMDs, printers, thermal printers, laptops, and ePollbooks.
- Packaging and determining quantities and supplies for the printers, network, and other peripherals.
- Receiving Tier 0 technical support calls and troubleshooting devices with non-technical workers over the phone.
- Performing Tier 1 support activities at VC locations throughout Los Angeles County related to the BMDs, ePollbooks, printers and other devices.
- Documenting and tracking the return of voting equipment in multiple Asset Management systems

You must meet the following requirements:

Requirements:

EDUCATION High school diploma or equivalent.

EXPERIENCE A minimum of three (3) months full-time paid experience configuring, installing, and testing computers and printers.

LICENSE A valid California Class C Driver's License to carry out job-related essential functions. **Must have a clean DMV record.** Valid DL, no moving violations in last 12 months, no DUI's, and no at fault accidents in the last 12 months.

Desirable Qualifications/Experience:

EDUCATION Associate degree or higher in Computer Science, Information Technology, Computer Information Systems, or a closely related field is desirable.

Must be able to pass finger printing with none of the following: DISQUALIFYING FACTORS MAY INCLUDE BUT ARE NOT LIMITED TO: FELONY CONVICTIONS, CERTAIN JOB-RELATED MISDEMEANOR ONVICTIONS, CERTAIN, SERIOUS TRAFFIC CONVICTIONS OR PATTERNS OF TRAFFIC VIOLATIONS, ILLEGAL USE OF CERTAIN CONTROLLED SUBSTANCES AND/OR POOR EMPLOYMENT HISTORY.

Please bring the following to the interview:

- Most recent resume
- Two employment references (*must be previous managers/supervisors not colleges)
- I9 verification documents (DL, Birth Certificate, Social Security Card, CA ID, or Passport)