

Vacancy 2010: IT technician - recycling

Note this position is funded by Future Jobs Fund. As such the initial contract is for 6 months only, applicants must be under 25 years of age at time of appointment, and must also have been on JSA for 6 months or more.

Purpose of the role

- Community Technology supports organisations in the Charitable and Voluntary sector by the provision of Technical Support, Equipment maintenance and by supporting Open Source Software.
- A non-profit organisation with a strong ethical basis to its work, Community Technology also promotes the re-use and recycling of equipment and endeavours to minimise the environmental impact of IT waste.
- In Addition to the above operations, Community Technology offers a recycling service collecting redundant IT Equipment as a licensed WEEE (Waste Electrical and Electronic Equipment) handler. This is the area you would contribute to directly.
- Part of our recycling service is to achieve the highest levels of reuse and thereby promote some sales which contribute to the funding of Comm-Tech.

Main duties and responsibilities include:

Recycling

- You would have a good knowledge of recycling and what can be reclaimed from IT equipment that is no longer usable.
- You will have a reasonably good written English.
- You are able to work on your own initiative to complete a task given an outline.
- You will need a desire to contribute to what Comm-Tech are doing.
- You are aware of the growing technological divide and subscribe to the ethical aims of Community Technology
- Updating databases and information systems

Repairs and Sales

- Identifying recycled IT equipment and usable parts thereof.
- Repairing and refurbishing IT equipment
- Other technical work as required.
- Drafting publicity materials

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- Attending/Organising events

Personal skills and qualities that help an IT technician:

- Interest in IT and IT literacy higher than average
- A good telephone manner
- To be organised and systematic
- Excellent communication skills, both orally and in writing
- A willingness to attend training and other meetings
- A desire to take on new challenges
- To be able to work as part of a team

Please email your CV to: ccr@communitytechnology.org.uk