Multimedia Technician, part-time

The University of Alabama System Office is receiving applications for the position of Multimedia Technician. This is a part-time position in the Office of Information Technology IITS Department located in Birmingham. The multimedia Technician will serve as audio/video technical support for the Intercampus Interactive Telepresence System (IITS).

Requirements include:
• High School Diploma with five years of relevant work experience or
• Bachelor’s degree with two years of relevant work experience
• Demonstrated ability to multi-task and work collaboratively
• Exceptional interpersonal skills

Specific responsibilities include:
• First-tier Zoom Videoconferencing support
• Backup support for Polycom bridging services
• Distributing information to internal and external groups
• Researching and compiling data and electronic files
• Conducting online research
• Drafting reports, correspondence, brochures, and user guides
• Assisting in preparing materials and planning meetings
• Distributing information to and responding to inquiries from internal and external contacts
• Assisting with various projects as assigned.

Candidates with experience in the implementation of new systems/technology and process improvement are strongly preferred. Salary is commensurate with skill level and years of experience. Electronic submissions are required.

Applications (to include a resume, and the names and telephone numbers of three professional references – who will not be contacted without permission) may be submitted, in confidence, to:

jslack@uasystem.edu

APPLICATION DEADLINE: March 14, 2018