Intern Job Description

Job Position: IT support
Company: Adriatic Marinas doo, Porto Montenegro Project
Location: Tivat, Montenegro
Salary: 500€
Time commitment: 3 months

Summary of position:
Providing of assistance to IT team for installation, supporting and maintaining of:

- Windows (XP, Vista and 7 Professional) and Mac OSX Snow Leopard workstations in a corporate domain network on Windows 2008 Server Active Directory.
- Network printers and other peripheral devices and resources through the Windows Active Directory.
- Networking and communication infrastructure through the corporate LAN and WAN area. It's including monitoring and troubleshooting of Cisco, Zyxel, Mikrotik routers and switches, IP telephony, Windows and Linux servers through the network monitoring and management tools.
- Web portals for project management, business processes, workflows, document management and team collaboration.
- Tracking and documenting of requests and issues and its reporting through the excel sheets and web portal database.

Qualifications:
Studding the Information Technology University with:

- Administration and networking knowledge of Windows XP Pro and newer. Mac OS X and Linux knowledge can endorse the choice.
- At least theoretical knowledge of Windows 2003/2008 domain server roles and its management.
- Installation level of networking knowledge and experience.
- Ability to help people solve the common tasks in Office and other business software
- Web programming with databases are welcome.
- Well written and verbal English language skills.
- Developed organizational and team working skills.

Training Provided:
On-the-job training for each project/task will be provided.

Direct superior:
Ivan Pajovic,
ICT Manager

Contact:
Dr. Veljko Milutinovic
email: vm@etf.rs
mobile: +381 64 1389281