Position: Computer Administrator
Location: Dalhousie Public School, New Chandigarh
Apply at hr@dalhousiepublicschool.com

Job Description

- **System & Network Management**: Install, configure, and maintain computers, servers, and network devices (routers, switches, firewalls). Ensure network reliability and troubleshoot hardware/software issues.
- **User Support & Training**: Provide technical support to students, teachers, and staff. Assist with classroom technology setup and maintenance.
- **System Security**: Implement cybersecurity measures, monitor security, and perform data backups and ensure data safety.
- **Software & Inventory Management**: Manage school software and maintain inventory of technology resources.

Qualifications:

- Bachelor's degree in IT, Computer Science, or related field .

Experience:

- Proven experience in managing computer systems and networks. Experience with educational technologies, classroom tools, Corel Draw, Photoshop is a plus.