Job Title: IT - Intern  
Department: IT  
Reports to: Systems Engineer  
Employment Status: Hourly  

Job Summary:  
For this role, we are seeking a highly motivated individual who is looking to gain experience in a manufacturing oriented IT department. The primary function of this role will be working with end users to assist in furthering the operational efficiencies of the Company. In addition, a portion of the role will involve SQL and Crystal Reports development, general computer, printer and network troubleshooting.

Essential Duties and Responsibilities:  
• Be a first point of contact for any computer hardware, printer, software or network related issues and determine an appropriate escalation strategy if needed  
• Support and back up the Systems Analyst when needed or required

Supervisory Responsibilities:  
• None

Skills, Qualifications, Education and/or Relevant Experience:  
The ideal candidate would:

Have formal training or exposure to:  
• PL/SQL and relational databases  
• Process Mapping  
• Object Oriented programming  
• Microsoft Office 2010 and 2013  
• Computer troubleshooting (Wi-Fi setup, map drives, printer setup, etc.)

Skills, Qualifications, Education and/or Relevant Experience cont:  
The ideal candidate would:

Have some exposure to:  
• Software troubleshooting  
• Crystal Report Writing or similar tool
Job Description

- Client Server architecture and how things work (big picture)

Physical/Mental Demands:
- Displays consistent desire to do more than is asked to help coordinate processes in order to get the job done.
- Ability to handle multiple tasks and time sensitive work that can change rapidly.
- Occasionally stand, walk, sit and climb stairs.
- Be able to lift and move up to 50 pounds.

If interested please send email and resume to

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- Calum Whitlock cwhitlock@engineeredprofiles.com