



Beaudesert

Outdoor Activity Centre

Adventure Made Easy

Volunteer I.T support

Responsible to :	The Centre Manager
Job purpose :	To assist with the support and maintenance of the I.T Services
Key Duties :	<ul style="list-style-type: none">• System Administration• Setting up new users• Setting up new equipment• Assisting with I.T support issues• Supporting customers with I.T services on some occasions
Other information	Must be willing to undertake confidentiality clause Must have experience of MS AZURE, network Administration, VOIP, WIFI set up. This is a sensitive role and requires someone with integrity and commitment. We are currently in the process of moving our booking system to Azure and reconfiguring our I.T systems in order to make them more effective and to enable Trustees to access some parts of they system from home.
Working hours and days:	Adhoc from home mostly