

DEPT. OF RECREATION AND PARKS  
[www.laparks.org](http://www.laparks.org)

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SYSTEMS ADMINISTRATIVE SERVICES  
3900 West Chevy Chase Drive  
Los Angeles, CA 90039

HOW: SEND RESUME  
WHEN: ASAP  
LOCATION: Los Angeles, CA

Phone #: 213-847-0571

Fax #: 818-243-0041

EOE: Y # OPENINGS: 1

JOB TYPE: PART TIME  
JOB TITLE: TECHNICIAN SUPPORT

START: ASAP  
WAGE/SLRY: \$17.10/Hour

DAYS: Monday – Friday  
HRS: 20 hrs per week

CO DESCRIPTION: The Department of Rec & Parks establishes, operates, & maintains parks, swimming pools, golf courses, recreation centers, museums, lake camps, child care centers, youth centers, tennis courts, programs for senior citizens, administrative offices, etc.

QUALIFICATIONS: Strong Windows-based operating systems and PC knowledge. Experience with maintaining & installing PC software, hardware, Internet, & Windows 9x. Must be flexible with scheduling, a quick learner, and hold a valid CA driver's license.

REQUIREMENTS: Completion of **THREE** years of education in a recognized four-year college or university, majoring in Computer Science or a closely-related field. Candidates must currently be enrolled in school full time and show proof.

JOB DESCRIPTION: Provide technical support to users both on the phone and at recreation facilities. Configure, install and troubleshoot software, hardware, knowledge of MS Office, Internet Explorer, Windows 9x, computers, network cards, printers and other peripherals, Novell network and GroupWise is a plus.