

IT INTERNSHIP PROGRAM

GRADUATE INTERNSHIP OPPORTUNITY

IT INTERN (Windows Lab Assistant)

Department:

This position is in the IT Infrastructure Services Department.

Work Schedule:

This is a part time position. You will be required to work 20 hours per week. Hours are flexible.

Rate of Pay:

- **Stipend** - This position pays \$13.00 per hour (20 hours per week).
- **Scholarship** - You will receive a scholarship of up to \$1,500 for summer semester for tuition, books, and other educational expenses. Some restrictions apply.

Job Description:

Working under general supervision, this position will assist other staff for installing new Windows servers (OS and patching), processing old servers for retirement, collecting and organizing server management data and updating documentation.

Education and Experience Requirements:

You must be currently enrolled in a graduate degree program at UAB to be considered for this position.

Knowledge of Windows 2K/XP operating system is necessary. Knowledge of LDAP, active directory, MS SQL Server is helpful but not required. Attention to detail and technical writing skills is important. The candidate must be able to work under supervision both individually and as a member of a team.