



Vacancy Required for July, 2012

Principal's Personal Assistant

Warwick Academy is pleased to announce the availability of the position of IT Support Technician. The successful candidate must also have A+, Network +, Microsoft Certified Systems Engineer certifications as well as the ability to work with students, faculty and management in a timely, respectful and flexible manner. The duties of the position include servicing helpdesk calls on desktops, printers, interactive boards and other devices; network administration and maintenance, software installation and projects.

Applicants are asked to provide the following information: Post applied for, full name, date of birth, national and marital status, full details of secondary and higher education with dates, full qualifications with dates, full details of experience and also the names, addresses and contact telephone numbers/e-mail addresses of two persons willing to provide confidential professional references, one of whom should be your current employer.

Applications should be sent to the Principal's secretary, Mrs. D. Hassell, Warwick Academy, 117 Middle Road, Warwick PG 01. Tel: 239-9452 Fax: 236-9995 or e-mail: dhassell@warwickacad.bm

Closing date: Friday, May 11th, 2012