

## IT Technician

### Responsibilities:

- Responsible for carrying out IT technical support work and IT daily operation tasks.
- Responsible for on-site IT support include hardware diagnostic, operating system and software installation, and IT problems troubleshooting.
- Perform regular tasks including system health checking and maintenance.
- Work with hardware/software vendors to resolve relevant IT problems.
- Handle IT documentation and reporting.
- Assist in hardware and software asset management.

### Requirement:

- Form 5 or above
- At least 1 year solid experience in setup, configure and maintain LAN/WAN environment
- Experience in Windows platform

### Application Methods:

- Email: [hr@ricacorp.com](mailto:hr@ricacorp.com)
- Fax No.: 2891 1737
- Mail: B/F, Centre Point, 181-185 Gloucester Road, Wanchai, Hong Kong