



Computer Technician

Posted by: The Green Top Technology Inc.

Posting date: 20-May-2025 **Closing date:** 16-Nov-2025

Education: College diploma

Language: English

Job location: Vaughan

Salary: \$\$31.00 to \$38.00 per hour, depending on experience Per Hour

Years of Experience: 2 years

Vacancy: 1

Job Type: Full Time

Job id: CAJ4340908

Job description:

Hiring Employer: The Green Top Technology Inc.

Work Location: Unit 16A, 51 Caldari Road, Concord, Ontario, L4K 4G3

Position Title: Computer Technician (NOC 22221)

Number of Job Vacancies: 1

Terms of Employment: Permanent, Full-time

Language of Work: English

Start Date: As soon as possible

Wage Range: \$31.00 to \$38.00 per hour, depending on experience

Hours of Work: 30 to 37.5 hours per week

Primary Duties and Responsibilities:

- **Installation and Configuration:** Responsible for installing, configuring, and updating hardware and software systems.
- **Troubleshooting:** Identify and resolve issues related to computers and network systems to ensure smooth operation.
- **Technical Support:** Provide ongoing support to users, ensuring efficient system functionality and addressing user concerns.
- **Maintenance:** Perform routine maintenance of computer systems to ensure longevity and prevent breakdowns.
- **System Security:** Implement and manage security solutions to protect data and network access, ensuring system integrity.
- **Hardware Repair:** Repair and replace damaged or malfunctioning computer hardware to maintain system reliability.
- **Documentation:** Maintain detailed logs of computer system operations and resolved issues for reference and analysis.
- **Network Management:** Assist in managing network infrastructure, including routers, switches, and wireless network devices, to optimize network performance.
- **User Training:** Conduct training sessions for users on new systems, software, and IT best practices to enhance user proficiency.
- **Project Assistance:** Participate in IT projects aimed at enhancing the company's technological infrastructure and improving operational efficiency.

Job Requirements:

- **Education:** Completion of a college diploma, preferably with a major in computer science, information technology, or a related field.
- **Experience:** Minimum of two (2) years of related work experience in a computer technician or IT support role.
- **Computer and technology knowledge:**
 - Information Technology Infrastructure Library (ITIL)
 - Device drivers
 - Networking software
 - Networking hardware
 - Networking security
 - Intranet
 - Internet
 - Servers

Desktop applications
File management software
Security software
Multimedia software
Mail server software
Communication software
3D graphic software
Software development
MS Office
Oracle
SQL
TCP/IP
Visual Basic

Benefits:

- Ten (10) paid vacation days per year.
- Free parking available.

To apply, please send your resume and cover letter to:

Email: hr@grntop.com

To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: hr@grntop.com

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