The LNM Institute of Information Technology, Jaipur

Job Description: Junior Technical Superintendent (CSE)

JOB TITLE	Junior Technical Superintendent	DEPARTMENT	CSE
REPORTS TO	HOD CSE	SUBORDINATES	-
LOCATION	Jaipur	DIVISION	Non-Teaching (NT)
EMPLOYMENT TYPE	Regular / Contract	LEVEL	6

JOB PURPOSE

Perform routine lab administration tasks such as installation, backups, upgrade, maintain and conduct of the assigned lab. Hardware and application software troubleshooting/ coordination with faculty members and other department for the proper execution of course labs. Provide assistantship to faculty members for course lab.

RESPONSIBILITIES

Area	Key Activities
Lab Management	• Maintenance of Labs • Lab instrument installation, setup, maintenance, update, purchase, etc. • Resolving technical issues; • Regular Lab Checkup; • Networking equipment handling; • Hardware/Software troubleshooting; • Data Repository management; • Provide assistant in course labs • Any other assigned duty

EDUCATIONAL QUALIFICATION AND EXPERIENCE

Essential Qualifications & Experience:

3 Years Duration Diploma in Computer Science and Engineering or in Relevant branch with 55% marks from a recognized university / institute and must have 3 years' relevant experience after the qualifying degree.

or

B.Sc. in Relevant domain/BCA with 3 years' experience after the qualifying degree.

or

B.E./B.Tech. in Computer Science and Engineering /MCA.

Desirable:

1. Programming knowledge and basic hardware troubleshooting Knowledge.
2. Adequate knowledge of maintaining lab Equipment's (Software and hardware) and managing lab sessions.
3. Knowledge/Experience in any two of the following areas
   - Programming in C,
   - Data Structures and basic algorithms,
   - Computer organization and architecture,
   - System administration-Linux/Windows,
   - Computer network and networks services,

Computer hardware and servicing

AGE:

Preferably below 35 years.

02/7/2025