



WATERFORD SCHOOL DISTRICT

NOTICE OF VACANCY

Internal/External

Position: Building Computer Technician
(10 month position)

Location: TBD – Will travel to several buildings

Minimum Qualifications:

- Assist staff with day to day and complex computer questions
- Setup and install 1:1 devices, computers, printers and accessories
- Support a number of technology items including Windows based machines, Chromebooks and Promethean Interactive Displays
- Good communication skills with all key stakeholders
- Maintain an inventory list for assigned buildings
- Knowledge of software in building and district
- Reliable transportation
- All other related job responsibilities assigned
- Must be able to lift 50 pounds

Reports To: Supervisor of Computer Services and Director of Instructional Technology, Data and Assessment

Workday/Week: Monday – Friday
7.5 Hours per day

Starting Date: TBD

Compensation: \$15.00 per hour

Posting Date: September 17, 2025

Posting Deadline: Until filled

Internal and external candidates may apply by visiting www.waterford.k12.mi.us and selecting the icon “Employment” and next, “Job Postings Directory”. Include letter of intent, resume, and letter(s) of reference with the application. Employment is contingent upon receiving all required documentation (e.g., criminal background investigation and fingerprint records.)

The Board of Education does not discriminate on the basis of race, color, national origin, sex, (including sexual orientation or transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, "Protected Classes"), in its programs and activities, including employment opportunities.