

## JOB POSTING REQUEST FORM

### Job Details

Reference #	CP-275-2021
Company Name	ACRLI (Arab Center of the Rule of Law and Integrity)
Industry	Rule of Law- Development
Vacancy	Information Technology
Job Type ( <i>FT, PT, Contractual, Seasonal</i> )*	Contractual
Major	Information Technology/ Computer Science
Years of Experience	0-2 years
Education	Graduate
Location	Lebanon
Remuneration & Benefits	
Tasks & Responsibilities	<ul style="list-style-type: none"> <li>· Set up workstations with computers and devices (routers, printers etc.)</li> <li>· Check computer hardware (HDD, mouses, keyboards etc.) to ensure functionality</li> <li>· Install and configure appropriate software and functions according to specifications</li> <li>· Maintain local networks in ways that optimize performance</li> <li>· Ensure security and privacy of networks and computer systems</li> <li>· Organize and schedule upgrades and maintenance and perform troubleshooting to diagnose and resolve problems</li> </ul>