**Temporary IT/Technical Pool**
Temporary IT Specialists provide technical support and expertise in business, academic, healthcare, and research environments at the University of Virginia.

Temporary IT/Technical assignments can vary in length lasting from a few days to an indefinite time period. They can be part-time or full-time, and require varying skill sets ranging from entry-level to advanced expertise. The needs of our business partners vary, and employees of diverse skills are needed for different assignments. Below are some of the positions which UVA Temporary IT/Technical employees assume:

- Helpdesk Support (Tiers I, II, and III)
- Computing Services Technical Support Staff
- Web Developer
- A/V Technician
- Technical Writer
- System Engineer
- Business/Quality Assurance Analyst
- Software Testing Engineer
- Software Developer
- Programmer

Experience, education, and physical requirements will vary based on the specifics of the temporary role to be filled.

**Minimum Qualifications Required**

**Education:** High school diploma or equivalent

**Skills & Abilities:**
- Demonstrated level of professional customer service and interpersonal communication skills
- Knowledge of principles and practices of tech support and management
- Intermediate/Advanced level knowledge of Microsoft Word, Excel, PowerPoint, Access, and Outlook; ability to train on and learn new computerized systems
- Keen attention to detail, problem solving skills, and ability to maintain confidentiality
- Ability to communicate and work alongside faculty, staff, students, vendors, and outside guests of the University in an effective and professional manner.
- Capacity to handle multiple assignments with critical deadlines and changing priorities

**Preferred**

**Education:** Bachelor’s Degree or equivalent education, training and experience

**Skills & Abilities:**
- One year or more work experience in a technical capacity; preferably in an academic environment
- Experience with University of Virginia policies, procedures, and internal operating systems & hardware
- Demonstrated ability to analyze and comprehend a wide variety of University functions and activities and to leverage information technology in support of those functions

The various jobs listings you see posted within the temporary pools are general categories and may not be actual positions we are recruiting for at the time you apply. We will keep your application on file and contact you if we believe your skills and experiences are a match for a position we are trying to fill.