



## 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](mailto: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](mailto:hr@grntop.com)**

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