

**PT IT Specialist
St. Mary School
Winchester, MA**

St. Mary's School in Winchester, MA is looking for a part time IT Specialist. The successful candidate will be responsible for maintaining our RenWeb student information software as well as service and maintain the computers, ipads, and software within the school. We're looking for a responsive, highly productive professional.

Responsibilities

- Maintain Renweb the online student information system
- Assist with the installation of new hardware and software and help train employees on its use
- Maintaining existing software, computers, ipads, and networks

Qualifications

- Bachelor's Degree in Information Technology, Computer Science or related field required
- Industry certifications and memberships a plus
- Excellent IT, communication, leadership and management skills
- Proven track record of maintaining IT structural integrity

Send application materials to Principal Kellie Kickham at kkickham@stmaryswinchester.org.