Notice of Invitation for one (1) compensatory scholarship for the support of the ITC
Department of the International Hellenic University

Pursuant to decision No. 25/20.06.014 of the Governing Board of the IHU regarding compensatory scholarships to postgraduate students, the IHU ITC Department intends to grant a compensatory scholarship to one (1) IHU student in order to assist the department in helpdesk issues and in the documentation of existing equipment, the recording of workflows concerning technical ITC issues and computer networks.

**Brief work description of the scholarship holder:** as part of the compensatory scholarship, the scholarship holder, after familiarizing his/her self with the required technologies will have to provide the following services:

i. Daily presence for two hours during workdays (Monday- Friday) at IT premises. The total monthly occupation cannot exceed 40 hours (2*5*4=40).

ii. Helpdesk support/ ticket entries.

iii. Documentation of the IT workflows and equipment.

**Required skills:** General knowledge of IT hardware (Level of CompTIA A+ certification or equivalent experience). Concepts of Configuration Management (Level ITIL Foundation or equivalent experience), experience with Computer networks (CCNA Level or equivalent experience), drawing methods for networks and related equipment, execute updates to the Configuration Management Database. Familiarity with system administration of Windows, Linux.

**Additional skills and experience:** Experience with software for structured diagrams (flowcharts, network layouts, etc.) DIA, MS Visio or equivalent,

**Duration:** 6 months

**Candidate Requirements:**

i. Candidates shall be within the normal allocated duration of their programme of studies (full-time or part-time students).

ii. Candidates must have been successful in their studies up to the date of the evaluation of their application.

iii. The personal income of the candidate for the current fiscal year should not exceed the amount of 5,000 euros.

iv. Candidates should neither receive any other scholarship nor participate in any other programs funded from the Regular Budget of the University.
Deadline for applications:
Within 6 days of the publication of this notice on the IHU website.

The publication of this notice is subject to the approval of the Regular Budget for the fiscal year 2014 by the Ministry supervising the IHU.

Thessaloniki, 01-07-2014
The ITC Department