



Volunteer Opportunity

The District Attorneys Office for El Paso County has a volunteer opportunity for a:

PC Support

This person, under the direction of the computer systems manager will support the computer operations of the District Attorneys office. There are a number of areas of business application with approximately 200 PCs being utilized. The person who volunteers will gain valuable experience working with various functional groups to support the community mission of the District Attorneys office. This person will inventory the quality of existing computers, assure all software is up to date, and systems are optimized for reliability and performance. In addition, there are a number of business needs for applications that will improve work processes. This person will research new applications, work with individual users to assure needs are met and obtain/install/train these users. The computers utilize Microsoft Windows XP as their environment.

Benefits of this position include:

- Serving your community advancing the technology of the District Attorneys office.
- Valuable real world experience in helping optimize computer usage in business
- Working with a great team helping each other grow as the organization grows.

Requirements for this position include:

- At least one year experience building pc's, installing software and optimizing
- Minimum of 8 hours per week volunteer time to assure project completion
- Must submit to and pass a criminal history background check

Please come join the Computer Systems group as they take the District Attorneys office to the next level in technology. We have this and other exciting opportunities in the Computer Systems area.

105 E. Vermijo St., Colorado Springs, CO 80903 719-520-6000

If you would like additional information about this volunteer opportunity e-mail the DAO Volunteer Program Manager (mailto:DAO_VolunteerCoordinator@elpasoco.com.) Please provide your name, phone number, or e-mail address, the title of this position and your questions. You will be contacted. If you wish to apply for this position download and complete the volunteer application (<http://www.4thjudicialda.com/pdfdocs/app.doc>) and e-mail it back to the DAO Volunteer Program Manager. Thank you for your interest in volunteering with the 4th Judicial District Attorney's Office.