IT (Information Technology)

Summary: responsible for setting up, maintaining, repairing of and/or problem solving for all IT equipment (computers, printers, mobile phones, Satellite phones, internet connectivity, etc.)

Detailed description: this person is responsible for setting up, maintaining, repairing of and/or problem solving for all IT equipment (computers, printers, mobile phones, satellite phones, internet connectivity, etc.).

Main tasks:
- responsible for set-up and proper functioning of DART technological and electronic equipment
- problem solving when difficulties arise

Activities (this is not an exhaustive list):
- technological and electronic equipment consists of, but is not limited to:
  - 2 DART laptops
  - 2 printers
  - 1 Satellite phone
  - DART mobile(s) & SIM card(s)
- ensure this equipment is set up and functioning correctly so the other DART members can achieve their goals and complete their tasks efficiently and effectively
- support and advise team leader about the equipment
- seek communication opportunities with other NGOs (e.g. free Wi-Fi)
- locate and purchase local mobile phone(s) and/or SIM card(s) for DART team
- locating and purchasing equipment for (if necessary) internet connectivity