

Tech Apprentice

Job Profiles

Area	Responsibilities	Technical Skills
Tech Support & Help Desk	<ul style="list-style-type: none"> • Routine computer maintenance • Troubleshoot hardware/software issues • Create network cables • Set up new computers • Image PCs 	<ul style="list-style-type: none"> • MS Office • Software installation • Operating Systems • PC Hardware • Cisco Networking
Web Design	<ul style="list-style-type: none"> • Assist building new website • Design banners, web pages, and graphics • Embed content, such as videos and audio 	<ul style="list-style-type: none"> • HTML or Java Coding • Dreamweaver • Photoshop • Website usability/design
Quality Control (QA)	<ul style="list-style-type: none"> • Execute test scripts • Document results/log bugs • SQA and Multi Client testings 	<ul style="list-style-type: none"> • JavaScript • SQL and/or Visual Basic • Database experience
Special Initiatives	<ul style="list-style-type: none"> • Implementation of Sharepoint • Designing user interactions • Bulk data entry/migration • Cloning reports • Cyber Safety Campaign 	<ul style="list-style-type: none"> • Research • Skill training • PowerPoint • Movie production • Social Networking

Participating Companies

- ADD Inc • AECOM • Audax Group • Adobe • Akamai Alliance for Animals • Apple • Aviva Life Insurance • Basis Technology • Beth Israel Deaconess Medical Center • Blue Cross Blue Shield of MA • Boston College • Boston Globe • Boston Neighborhood Network TV • Boston Properties Boston Public Library • Boston Public Schools • Boston University • Brilliant Geeks • Bunker Hill Community College • CBT Architects • City of Boston • Children's Hospital • Colliers Internationals • The Colonnade Hotel Back Bay • Commonwealth Corporation • Continuum • Citizen Schools • EDS • Environments at Work • Episcopal Divinity School • Greater Media • Harvard Business School • Harvard University • Hub2 • IBM • Iron Mountain • John Hancock Financial Services • Keane, Inc. • Massachusetts College of Art • MetaMovements Dance Company • Museum of Science • Medicine Wheel Productions • Microsoft • MIT OpenCourseWare • Molecular • Museum of Fine Arts • New England Baptist Hospital • NEPC, LLC • NESN • Northeastern University • Partners HealthCare • Public Consulting Group • Ropes and Gray • Sasaki Associates • Simmons College • Spaulding Rehab Hospital • State Street • TechBoston • Tech Networks of Boston • Technology for Autism Now • TERC • Tsoi/Kobus & Associates • UMass Boston • United Way • Urban League of Eastern MA • U.S.S. Constitution Museum • Wayfair • WGBH • Welch's • WorldCare Clinical • Xerox •

