



# Insight for **Business & Government**

## IT TRAINEESHIP

IRIS is a locally based organisation that specialises in economic, community and industry research for government, business and academic institutions. IRIS provides consultancy services in the areas of market and social research, strategic planning, economic development and place marketing. IRIS is located at the Wollongong University's Innovation Campus at Fairy Meadow.

We are offering an entry level traineeship in IT. We are looking for a bright, enthusiastic trainee with a genuine desire to build a career in IT. IRIS will provide inhouse training and the opportunity to complete Certificates 3 and 4 in IT as part of the traineeship.

The Successful Candidate will have:

- **Good computer and keyboard skills**
- **Entry qualifications for Certificate 3 in IT**
- **Enthusiasm for a career in IT**
- **The ability to focus on the task at hand**
- **An understanding that tasks need to be completed on time and to a high standard**
- **An interest in working with a small highly motivated team**
- **Demonstrated interests away from work that show a desire to achieve**

What will the work involve:

Initially, the successful candidate will learn to use our custom written survey development tools to allow them to prepare surveys to run in our CATI room and online. They will learn how the programs integrate with our network systems and learn how to support these systems. They will be trained in trouble shooting problems with the systems and eventually take on the support role in maintaining them. There will be some data entry and database management work from time to time. Over time the trainee will develop database management skills to help support other staff and eventually move on to some database development work.

Further Information Contact: **Geoff Besnard on 4285 4446**

Please forward written application & resume to:

**IRIS Research**  
**University of Wollongong**  
**Northfields Avenue**  
**WOLLONGONG NSW 2522**

Applications Close: **Monday, 09<sup>th</sup> of August, 2010.**

**Illawarra Regional Information Service Limited** ACN 002 278 793 ABN 16 002 278 793

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