



MGD Brands IT Internship Job Description

ABOUT MGD BRANDS INC.

Pioneering the industry since 1936, MGD Brands is a leader and innovator in fashion jewelry and accessories. A family-owned company, the MGD culture is one of long-term relationships. Many of our customers have been with us for over 20 years, and some of our staff for even longer. With unique and expert design, the most innovative technology, top-of-the-line logistics, we bring high-quality trend-setting fashion accessories to our customers at remarkably low price points.

POSITION OBJECTIVE

The ideal candidate would have a strong passion for the IT Industry.

Candidate will be asked to perform the following tasks

- Learn and develop skills in information technology to include networking of computers, system wide back up of data, and storage of data.
- Assist staff in performance system back up and maintenance functions.
- Assist in installation of PC hardware and software.
- Assist in network troubleshooting

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Enrolled in a four year degree program
- Be able to understand basic computer terminology and identify hardware and peripherals.
- Basic fundamentals of Windows operating systems
- Proficiency with Microsoft office suite
- Friendly, upbeat and engaging personality