



**Riffa Views International School
Kingdom of Bahrain**

IT Intern

Job Description

We are looking for a fresh graduate looking to begin his/her working career in IT. This program aims to provide internship along with other complementary incentives to boost employability skills and CV.

The incentives you will receive are as follows:

- **Working Experience**
On-the-job training to include mentoring, coaching, job shadowing, and real-life scenario assignments
- **Monthly Allowance during the internship**

General Job Description:

Support the school's mission and philosophy. Ensure that teachers and staff are able to carry out their technology-reliant duties effectively by providing primary support for all RVIS computer systems, from data center solutions to end-user support.

Essential Expectations of an RVIS Employee:

- 1) **Mindset:** Subscribe to a mindset of agility, ambiguity tolerance, and openness to feedback, professional growth, and new learning. Become comfortable with being uncomfortable because all learning requires discomfort, and we only grow when we learn and reflect. Strive to balance system coherence with individual agency.
- 2) **Compassionate Action:** A belief that every child is awesome and unique. Treats everyone in the community with kindness. Shows grace in dealing with conflict. Believes in and takes action for the greater good.
- 3) **Student Wellness:** Maintain a safe and secure environment for all children and adhere to best practices around child protection and wellness, including maintaining appropriate boundaries and dialogue when speaking to and about students.
- 4) **Professionalism:** Maintain a professional demeanor in support of RVIS and its mission in all that we do with students and our community. Acknowledge our interculturalism as representatives of RVIS within Bahrain.

Work Schedule:

12-month position
Sunday through Thursday
7:30 AM to 3:30 PM, plus additional hours as required.

Reports To: IT Director

Qualifications:

- 1) BA degree in IT or higher.
- 2) Good IT knowledge
- 3) Passion towards the IT industry
- 4) Excellent communication skills
- 5) Growth Mindset
- 6) Determined hard worker
- 7) Time management skills
- 8) Team Player

Program's Eligibility: Bahraini Nationality