

MANAGEMENT INFORMATION SYSTEM CONSULTANT

1. **Appointment of Management Information System Consultant.** The Management Information System Consultant shall be appointed by the Mayor and Borough Council of the Borough of Audubon Park by a majority vote of a quorum of its members and shall serve for a term of one (1) year from the first day of January of the year of their appointment and until a successor has been appointed and qualified. The Management Information System Consultant shall receive such compensation as may be agreed upon and determined by the Governing Body.

Duties.

The Management Information System Consultant shall provide the following services:

- A. **Workstation Maintenance:**
 - On-site and remote support.
 - Maintain properly functioning configurations.
- C. **General Consulting/IT services**
 - Examples of general IT services are: workstation, printer, software updates, firewall adjustments, email troubleshooting, and hardware troubleshooting.
 - Cyber Security Training for Employees would be helpful.