



CALL FOR APPLICATION FOR IT REPRESENTATIVE

The ELTE Faculty of Informatics Students' Union is announcing an open application for the position of IT Representative.

ELIGIBLE APPLICANTS

Any student who enrolled in a programme at the ELTE Faculty of Informatics.

RESPONSIBILITIES

- Building and operating the full IT infrastructure of the Students' Union's office,
- Maintaining the Students' Union's server, website and email systems,
- Administering mailing lists,
- Carrying out other IT-related tasks,
- Communicating and cooperating with the Cabinet, attending its meetings, and actively supporting its work,
- Writing monthly reports during the academic term and exam periods,
- Reporting to the General Assembly at each of its meetings,
- Holding one office hour per week

REQUIREMENTS

Precision, accuracy, and staying constantly up to date in IT areas relevant to the role. Knowledge of Active Directory and computer network systems is required. Familiarity with Atlassian products is an advantage.

APPLICATION PROCESS

Document: A minimum of one typed page about your experiences, motivation, and future ideas. We expect the PDF format material to be sent to the vb@ikhok.elte.hu address; the iroda@ikhok.elte.hu address should also be CC'd.

The subject of the email must be: Inaugural IT Representative Application - <name>!

E.g.: Inaugural IT Representative Application - Vidéki Áron





EÖTVÖS LORÁND UNIVERSITY
FACULTY OF INFORMATICS
STUDENTS' UNION

The document must reach a full one-page length using Garamond font, font size 12, with 1.5 line spacing.

Presentation: At the inaugural meeting of the General Assembly, the contents of the application must be presented and can be supplemented to the General Assembly, either purely verbally or using presentation aids. Following this, the General Assembly may ask questions to further inform themselves about the applicant's motivation, preparedness, and plans. In the case of multiple applicants, the candidates do not participate in each other's application presentations.

Election: The General Assembly elects one applicant.

APPLICATION DEADLINE:

September 13th, 2026, 23:59

