

## **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.