

IT Intern (Onsite in Valparaiso, Indiana)

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The IT Intern will support daily operational activities by assisting with routine IT tasks, troubleshooting, documentation, digital automation initiatives, and ongoing projects. This role is designed for candidates who are eager to gain hands-on experience in technical support, and systems administration.

Key Responsibilities

- Provide first level support to employees by troubleshooting hardware, software, and network-related issues.
- Assist in deploying, configuring, and maintaining desktops, laptops, mobile devices, and other IT equipment.
- Help with inventory management of IT assets, including equipment tracking and documentation.
- Participate in system updates, software installations, and routine maintenance tasks.
- Assist with network setup and troubleshooting, including Wi-Fi, printers, and peripheral devices.
- Document IT processes, common troubleshooting steps, and knowledge base articles.
- Collaborate with the IT team on projects such as system upgrades, security improvements, or cloud migrations.
- Utilize M365 tools or other low-code development platforms to enhance and streamline processes

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BASIC QUALIFICATIONS

- Currently pursuing a degree in Information Technology, Computer Science, or a related field from an accredited college or university.
- Basic understanding of computer systems, operating systems (Windows, macOS), and common software applications.
- Basic familiarity with Windows OS, Active Directory, networking concepts, and Microsoft Office Suite.
- Strong problem-solving skills and eagerness to learn new technologies.
- Good communication and customer service skills.
- Ability to work with others collaboratively.
- Ability to work independently and prioritize tasks effectively.
- Continental is not able to pay relocation or a travel or housing stipend for this position.
- Successful candidate must be able to work onsite in Valparaiso, Indiana beginning in Spring 2026

PREFERRED QUALIFICATIONS

- Exposure to ticketing systems or IT service management platforms (e.g. BMC Helix).



Job ID
REF949420

Munkaterület
Információs technológia

Telephely
Valparaiso

Jogi egység
ContiTech USA, Inc.

- Experience with documentation tools (Word, OneNote, SharePoint, etc.).
- Interest or basic knowledge in low code development (e.g., Mendix or RPA)
- Organizational skills for managing inventory, equipment, and records.

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All your information will be kept confidential according to EEO guidelines.

EEO-Statement:

EEO / Disabled / Protected Veteran Employer. Continental offers equal employment opportunities to all qualified individuals, without regard to unlawful consideration to race, color, sex, sexual orientation, gender identity, age, religion, national origin, disability, veteran status, or any other status protected by applicable law. In addition, as a federal contractor, Continental complies with government regulations, including affirmative action responsibilities for qualified individuals with a disability and protected veterans, where they apply. To be considered, you must apply for a specific position for which Continental has a current posted job opening. Qualifying applications will be considered only for the specific opening(s) to which you apply. If you would like to be considered for additional or future job openings, we encourage you to reapply for other opportunities as they become available. Further, Continental provides reasonable accommodations to qualified individuals with a disability. If you need assistance in the application process, please reply to Careers@conti-na.com or contact US Recruiting at 800-821-2727. This telephone line and email address are reserved solely for job seekers with disabilities requesting accessibility assistance or an accommodation in the job application process. Please do not call about the status of your job application, if you do not require accessibility assistance or an accommodation. Messages left for other purposes, such as following up on an application or non-disability related technical issues, will not receive a call back.

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ContiTech is one of the world's leading industry specialists. The Continental group sector offers its customers connected, environment-friendly, safe and convenient industry and service solutions using a range of materials for off-highway applications, on rails and roads, in the

air, under and above the ground, in industrial environments, for the food sector and the furniture industry. With about 39,000 employees in more than 40 countries and sales of some 6.4 billion euros (2024), the global industrial partner is active with core branches in Asia, Europe and North and South America.