Configuration Technician – PT/Contract

Reports To

Configuration Technician reports to Project Manager.

Job Overview

The primary function of this position is to perform configuration work for computer, server, and point of sale equipment. A secondary function of this position is to perform testing, troubleshooting, and tracking of this same equipment. These duties include, but are not limited to, the following:

Responsibilities and Duties

- Entering network configurations into routers and switches; loading configuration files, verifying configurations, etc.
- Recording & tracking of equipment on a per site basis.
- Assisting with packaging/shipment of site-specific equipment.
- Working with Customer support team as needed.
- Hardware testing & troubleshooting of equipment.

Requirements

- Prior experience with hardware configurations will be a plus.
- Experience with project management software such as Quick Base a plus
- Experience with technical documentation, flowcharts, and schedules
- Working knowledge of wireless networking
- Previous experience working with routers and switches preferred, but not required
- Strong multitasking skills with the ability to prioritize tasks
- Problem-solving skills with a very keen eye for details
- Ability to understand and follow process documentation
- Ability to work in a team-based, fast-paced environment
- Ability to quickly adapt to changing business requirements
- Exceptional time-management and organizational skills
- Strong verbal as well as written communication skills
- Strong use of MS Office products and other various software

Please send resume and cover letter with salary requirements to Recruiting@goMTP.com