Network Administrator

We are looking for a passionate, enthusiastic individual who's eager to grow and develop within a company. We are looking for an individual that leads with their communication skills, has a professional demeanor, and knows how to put customers at ease. This individual should be positive, energetic, and easy to work with. At minimum a A+ Certification and Office 365 experience required.

Job Description

- Customer-based role.
- Receive sales calls.
- Monitor customer systems for updates to software as required or critical Windows or MAC OSX updates.
- Support and administer customer 3rd party applications.
- Monitor network performance (availability, utilization, performance) and test for weaknesses of customer devices.
- Office 365 management.
- Windows user management.
- Resolve problems reported by end user
  - Network devices issues
    - Printers, network attached storage
  - Microsoft Windows 7-10, Mac OSX trouble shooting
  - Investigate hardware faults.
- Specify system requirements and design solutions based on customer requirements.
- Basic hardware repair.

Requirements and Technical Abilities

- Experience in a network administrator role is a plus
- A+ Certification
- Office 365 experience
- Computer hardware repair

- Server Management experience

Customer Service and Professional Abilities
- Strong organization, prioritizing and multitasking.
- Excellent communication skills.
- Strong customer service experience.

Working Environment Requirements
- Personal vehicle is required for day-to-day transportation to multiple working locations in town and out of town.

Preferred Certification Requirements
- A+ Certification
- N+ Certification

This is a full-time position regular office hours with scheduled project work on evenings and weekends.

Please apply with resume to christina@technologysolve.com

Check out our company at www.technologysolve.com