

## Help Desk/IT

## Important day-to-day responsibilities include:

- Provide an extraordinary experience for all employees by supporting their technical IT needs and questions within an acceptable timeframe.
- Assist Network Administrator with systems upgrades, patches, and other projects needed

## **Qualifications for this Opportunity:**

- Industry expertise with a track record of success
- Commitment and willingness to learn and grow in your career
- Understanding the extreme value in serving others
- Exceptional communication skills
- Functional Expertise
- Confidentiality
- Strong Business Acumen

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## **Benefits Included in this Opportunity:**

- 100% Employer Paid Health and Dental Insurance Premiums for each employee
- HSA Contribution available
- Life Insurance and Long Term Disability Insurance
- 401k and Employee Stock Ownership Retirement Plans
- Flexible Spending Plan
- Vision Insurance Plan
- PTO and paid holidays

**Hours**: Monday – Friday, 8:00 am to 5:00 pm

Direct report to: VP Network Administrator

