

INSTALLATION TECHNICIAN – FMS/WMS

Department : Installations
Reports to : Director of Installs
Division : Remote
Classification: Salary/Exempt/Full-time

JOB SUMMARY

The Installation Technician will work closely with project managers and support staff to ensure the effective installation and implementation of the customer's data to the Milsoft FMS/WMS suite, as well as adding to and updating documentation to help streamline the installation process.

ESSENTIAL FUNCTIONS

1. Provides upgrades and installation for Milsoft FMS/WMS applications
2. Occasionally delivers post-sale services at customer sites including installation and upgrades to ensure that all function properly (some travel is possible)
3. Documents and maintains daily activities and current upgrade/install notes for future reporting purposes
4. With training, must become proficient in understanding Milsoft software applications and deployment requirements
5. Maintains regular, consistent and professional attendance, punctuality, personal appearance and adherence to relevant health and safety procedures
6. Upholds, safeguards and promotes Milsoft's values and philosophy relating particularly to ethics, integrity and corporate responsibility
7. Performs any other duties that may be necessary or assigned from time to time; such duties do not normally change the level of the job

QUALIFICATIONS

1. Excellent interpersonal, team and communication skills
2. Some IT/Networking experience preferred
3. Exposure to work order management applications, transportation, inventory management as well as financial applications, general ledger, accounts payable, accounts receivable, payroll/HR and fixed assets beneficial
4. Basic accounting skills preferred
5. Ability to translate operational and system processes into clear instructions and/or explanations
6. Working knowledge of Microsoft Excel preferred
7. Experience in the electric utility field preferred
8. BS in Computer Science, Business Administration, Accounting or related field a plus; three years of work experience may be substituted for a degree

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