

Installation Technician – Core E&O

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

JOB SUMMARY

The Installation Technician will work closely with customers, project managers and support staff to ensure the effective deployment of Milsoft applications (particularly Core E&O), including the remote installation of software upgrades, patches and/or initial installation.

ESSENTIAL FUNCTIONS

1. Provides initial remote installation of software for new customers.
2. Performs software upgrades and patches for Milsoft applications.
3. Monitors program performance after implementation to ensure efficiency of operation.
4. Assists customers with server migrations as a result of hardware upgrades.
5. Maintains QA and support VM's to ensure current software is installed and operational.
6. Documents daily activities and maintains current installation/upgrade notes.
7. Maintains regular, consistent and professional attendance, punctuality, personal appearance and adherence to relevant health and safety procedures.
8. Upholds, safeguards and promotes Milsoft's values and philosophy relating particularly to ethics, integrity and corporate responsibility.
9. 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. With training, must become proficient in understanding Milsoft software applications and deployment requirements and must demonstrate a high capability to communicate that knowledge to others.
3. Some IT/Networking experience preferred.
4. Experience with Google Suite.
5. Experience with virtual servers and clients preferred.
6. Basic knowledge of Windows security methodologies for clients and servers helpful.

Submit Resume to hr@milsoft.com

02/2023