



Network Technician

Responsibilities: include the following. Other duties may be assigned.

- Technicians must be punctual at all times.
- Technicians must dress professionally, or business casual.
- Evaluate networks and participate in site surveys
- Assist with the setup of remote monitoring and management tools.
- Provide support for Windows NT/2000 and Netware based servers to include hardware, software maintenance, network printing, backups, virus scans, user administration, etc.
- Accurately prepare system documentation.
- Close out 100% of work orders daily.
- Handle customer questions, complaints and inquiries in an expeditious and professional manner.
- Notify our office of any scheduling conflicts or overruns promptly.
- Follow all dispatch policies and procedures.
- Carry out the company's Core Values every day.
- Maintain a professional demeanor that inspires confidence in customers

Requirements:

- Must have **STRONG** troubleshooting skills.
- Ability to communicate effectively with a non-confrontational, courteous and professional manner.
- Must have a STRONG proficiency in Windows platforms: NT 4.0, 2000, 2003, Active Directory, DNS, Group Policies, DHCP, etc.
- This position requires STRONG communication and technical writing skills.
- Minimum of 1+ years of IT Professional Services experience.
- Must be willing to participate in implementations/migrations during off peak hours.
- Must live local to Oklahoma City, OK.