

Job Requirements

Job Title: IT Generalist
Wage Category: ITG I, II, III
Department: IT
Reporting to: President

1. Bachelor's degree in computer science or similar required.
2. Minimum 1 year experience as IT Generalist or similar required.
3. MS Windows Server technologies setup and administration required.
4. MS Active Directory and Azure AD setup and administration required.
5. Experience in MS365 administration required.
6. Hybrid Exchange implementation and administration required.
7. MS Hyper-V virtualization setup and administration required.
8. AWS services management and administration required.
9. Knowledge in MS Visual Studio, Python, and jQuery required.
10. Knowledge in SQL and PostgreSQL database platforms required.
11. Knowledge in Linux and CentOS operating systems required.
12. Knowledge in NginX web server required.
13. Detailed, analytical, and troubleshooting skills required.
14. Able to follow written/verbal instructions/specifications required.
15. Willing to work from remote location required.
16. Willing to perform job related tasks outside of normal working hours to ensure uninterrupted customer service required.

17. Strong oral and written communication skills preferred.

18. Organized, detail oriented, accurate, thorough.
19. Reliable and responsible.
20. Excellent attention to detail and multi-tasking ability.
21. Proactive and able to make decisions.
22. Work well under pressure, tight deadlines, and maintain composure in difficult situations.
23. Work independently with minimal or no supervision.
24. Ability to learn and articulate technical information and convey to non-technical people.
25. Outgoing, enthusiastic, and persuasive.
26. Interested and knowledgeable in the latest and "cutting edge" developments regarding information technology.
27. Passion for assisting others and problem-solving.
28. Able to translate technical concepts into non-technical terms.

29. Position: Full-time
30. Non-exempt
31. Working hours per week: 40
32. Hours gSource open: 7:30 am to 6:00 pm