



Position:	Windows System Administrator	Employment Status:	Full Time
Location:	Phoenix, AZ	Shift:	1
Experience:	2+ Years	Weekends:	Minimal
Salary:	DOE & Market Value	Travel Required:	Minimal

Description:

Ebocom, L.L.C. is a fast-growing boutique technology company that provides full-service back-office transaction processing services. "Fast, focused and flexible" is our motto at eboCom and the eboCom team is the "Best of the Best"! We are looking for another individual to join our team who possesses an extremely positive "Can Do!" attitude and is eager to help support our growth. The ideal candidate must be a business-minded, customer-focused, technically savvy, detail oriented individual with an entrepreneurial spirit that is capable of functioning with little to no direct guidance.

The ideal candidate must possess strong hardware and software technical skills and in-person customer relationship skills to function in this extremely focused 7x24x365 environment. This position reports directly to the Chief Information Officer. This individual will work closely with other IT members (Linux System Administrators, Network Engineers) to build, maintain and troubleshoot a highly secure user infrastructure.

Responsibilities:

- Provide support to end-users and Production, Operations and Development teams.
- Share 24/7 on-call support with other team members
- Take primary ownership responsibilities of Windows workstations and end-user support
- Take primary ownership responsibilities of Windows servers
- Build, maintain and troubleshoot Windows Servers and Windows WorkStations
- Coordinate and perform OS upgrades and application patches
- Backup and recovery of OS and application information
- Perform hardware installation, diagnostics & repair, and maintenance
- Provide end-user training and technical support on applications
- Participate in project activities and planning as necessary
- Create and maintain technical documentation
- Evaluate and recommend technology products and services
- Perform miscellaneous job-related duties as assigned

Position Qualification Requirements:

- Associates Degree in a technical discipline or equivalent work experience
- Experience with WSUS (Windows Server Update Service) preferable/expected
- Experience with MDT (Microsoft Deployment Toolkit) preferable
- Experience with third-party (non-Microsoft) application management preferable
- Experience with AD/GPO (Active Directory / Group Policy) preferable
- Ability to perform hardware, OS, applications root cause analysis and remediation
- Ability to communicate effectively with technical and non-technical audiences
- Ability to work independently as well as with a team
- Ability to manage multiple tasks with shifting priorities is a necessity
- Exceptional attention to detail, process and quality
- Certifications and OEM training a definite plus
- Physical Requirements:
 - Must have eye/hand/foot coordination, finger/fine dexterity and be able to handle/grip/squeeze.

Obsessed with Excellence!

- Must be capable of moving objects, vertical/horizontal, lifting/carrying items up to 35 pounds, above 35 pounds with assistance.
- Must be able to push, pull, climb, balance, stoop, bend, kneel, walk, sit, crouch, squat, crawl, stand, hold and reach.

Compensation Package:

- Paid Personal Time Off (vacation and sick days)
- Full Family Medical, Dental and Vision coverage
- Insurance: Life, Short-term and Long-term disability
- Individual Performance Bonuses
- Competitive salary
- First class work environment
- Paid Covered Parking

LOCAL APPLICANTS ONLY – NO SPONSORSHIPS – NO VISA TRANSFERS – NO THIRD PARTIES