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# Example of Technology Associate Job Description

Our company is growing rapidly and is looking to fill the role of technology associate. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for technology associate

* Know and communicate all services and promotions offered within the store and Unified Commerce Community
* Support to the other Technology Services team members and Community to work towards solving technical issues implement corresponding solutions
* Build creative & compelling use-cases on how internal R&D units and business groups in Sony could leverage on start-ups’ platforms & solutions
* Assist in preparing materials to raise the awareness of Sony’s top executives about mega trends and disruptive innovations
* Facilitating new employee onboarding (hardware setup, the creation of user accounts, training)
* Actively be part of a team that meets specified customer service metrics and service level standards, measured by staff surveys, tech ticket system, ensuring a remarkable level of customer service is provided
* Collect and track process trend data and monitor process trends
* Through the use of market research, due diligence work, technology research, and on-line research the incumbent is responsible for evaluating technologies in terms of science, market, regulatory pathways and potential for commercialization
* Assist in the administration, monitoring and compliance of license agreements
* Manage activities associated with The Office of Technology Licensing and Industry Relations outreach including the identification of potential commercialization clients and companies interested in participating in appropriate events, such as the Life Sciences Summit, Fundamentals, and Bootcamp

## Qualifications for technology associate

* Financial knowledge a strong plus
* Industry certifications such as CISA, CISM and CISSP
* A broad understanding of information security technologies and concepts
* Undergraduate degree in Computer Science, Electrical Engineering, Material Sciences, Telecommunications or Physics preferred
* Critical mindset able to quickly understand emerging technologies and synthesize a large volume of information and share such info in a compelling and engaging way for multiple layers in the organization
* Ability to work efficiently on multiple projects simultaneously