



Example of System Technician Job Description

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Our innovative and growing company is looking to fill the role of system technician. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for system technician

- This position ensures that appropriate compliance maintenance activities, applications, policies, and associated documentation are managed and maintained in support of ETFO's Critical Infrastructure Protection (CIP) and Protective Relay and Control (PRC) programs
- Maintenance activities include instruction/guidance in routine cleaning, calibration and functional operational testing of all primary electro-mechanical and microprocessor protection applications
- Provide system administration support of other MBS solutions and processes including Ariba, Concur, Winshuttle and Blackline
- Support process improvement efforts in the MBS organization to improve controls and streamline process design
- Support projects related to system process optimization and other performance enhancement initiatives
- Coordinate, test and assist in the deployment of new functions and features
- Support system reporting, training and communication on Kofax, Ariba, Concur, Winshuttle, Blackline other integrated/functional systems
- Assist employees and vendors by sharing technical and process knowledge
- Update the MBS website as requested by MBS leadership and/or the Finance System Admin
- Other miscellaneous projects and job duties as assigned

Qualifications for system technician

- Practical hands on scripting experience
- Basic Linux and vi (or other editor) skills required
- General understanding of networks (to include subnetting)
- Understanding of Datacenter Networks
- Work will take incumbent into all areas of facility