Example of Tech Consultant Job Description

Powered by www.VelvetJobs.com

Our growing company is hiring for a tech consultant. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for tech consultant

- Oversee department website design and update information, as needed
- Oversee (troubleshoot and maintain) all technological equipment and administrative supplies
- Maintains/tracks administrative inventory including but not limited to computerized equipment, software, program licenses, hardware, communication devices, peripherals, and vehicles
- Administers, configures, and manages department communication devices
- May provide lead work direction to office support student assistants in support of department's clerical operations
- Provide department material runs to pick up items for the department which includes carrying a university credit card and loading and tying materials on a vehicle
- Highly developed interpersonal skills, and the ability to communicate confidently with both end users and technical staff
- Experience of a Technical Support role or equivalent
- Considerable background in the field of IT
- Good working ability of Level 1 and Level 2 fault-finding

Qualifications for tech consultant

- Experience on SaaS applications is must
- Shaping and delivering innovative technology propositions that can be employed in technology-enabled change programmes

- Actively position joint alliance solutions and services with client delivery teams to support the delivery of work
- Identifying and executing strategic opportunities to grow vendor alliance relationships and new tech 'start up' partnerships
- Ability to articulate and present propositions and initiatives to senior management to help successfully grow our Tech Future present in key accounts