Our company is looking to fill the role of tech spec. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for tech spec

- Acts as primary point of contact for client with ultimate responsibility of ensuring a smooth conversion to one of the processing platforms supported
- Manage all project related vendor selection processes (RFP, bid tabulation, technical reviews, contract negotiation, Purchase orders, change control)
- Collaborate and coordinate with key persons to ensure the clarity of the specifications and expectations of the company
- Collaborate and coordinate with multiple internal and geographically diverse procurement organizations
- Anticipate unfavorable events through analysis of data and prepare control strategies
- Drive countries to achieve project milestones for timely and high quality program implementation
- Identify and deploy required support for regions / countries as they execute the program
- Identify, document, & cascade regional / country best practices for new partner offerings
- Deploy assets to support the program implementation and operational management, welcome packages, certificates, annual loyalty letters
- Support development and implementation of annual global partner recognition program

## Qualifications for tech spec

- Ability to troubleshoot and correct issues related to provisioning
- Typically requires a high school education or equivalent and previous experience as a Contact Call Centre Technical Specialist
- Must have an active SECRET Clearance with the ability to obtain a TOP SECRET
- One (1) or more years of experience in an Emergency Operations Center or Command Post Environment
- Ability to work independently, research, troubleshoot and resolve complex issues