



Example of Technical Support Level Job Description

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Our growing company is hiring for a technical support level. 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 technical support level

- Provide Timely inputs for new project estimations
- Review and Redline Drawings as requested
- Write and Submit ECN's as required
- Support all areas of Test Engineering as required
- Assemble, Document and Verify Test Equipment, Test Cables and Circuit Card Assemblies
- Alpha and Beta Test Software as required
- Read and Interpret Schematics, Drawings, Technical data sheets and Test plans
- Troubleshoot complex Electronic Circuits using test equipment such as Power Supplies, multi-meters, scopes, signal generators, data loggers.....etc
- Build Proto-type/breadboard Electronic circuit boards
- Generate reports, spreadsheets, parts Lists, schematics and block diagrams

Qualifications for technical support level

- MS Windows 7 and Server 2007 Basic + Advanced
- Enthusiasm for work, industry, application
- Verbal expression skills
- 12 months of CSC experience or equivalent
- Lotus Notes Advanced + Troubleshooting
- SCCM 2007+ RTO & SW mgmt knowledge