Dataworks, LLC  
**Title:** Level One IT Systems Technician  
**Location:** Parsippany, NJ  
**Job Type:** Full-Time (Entry-Level)  
**Compensation Type:** Hourly  
**Start Date:** 3/1/2017

**Job Description:** Basic knowledge of PC hardware and Software, Office 365, Servers, Firewalls, IP Telephone Systems, and IP Networking.

**Primary Responsibilities:** For the first few weeks of employment learning phones and systems in place for servicing IT clients. Working Help Desk, learning how to open a Trouble Ticket and qualify a technical issue, shadowing techs on-site and during projects. Visiting clients on-site to help them with any issues they may have and helping to resolve technical issues.

**Qualifications:** Applicant needs to have a basic knowledge of computer networks, phone systems, and applications.

**Application Instructions:** Please e-mail all resumes to bernadine@dataworksllc.com

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**Disclaimer Information**

**About the organization:** Dataworks, LLC is a Technology Consulting Firm located in Parsippany, NJ servicing clients in the Tri-State area for 17 years. We are a Microsoft Champion Silver Partner and offer our clients Technology business solutions to help them grow their businesses in the most efficient and profitable manner. Our work environment is business casual and we work in a Team atmosphere. Many of our clients use our services on a regular basis to cut costs of having an on staff full time employee. Dataworks promotes a positive learning environment and encourages education and certification for all of our techs in this dynamic field.