

# IT INTEGRATION ADVISOR

*A professional services consulting company based in Vancouver, Washington seeks candidates for a IT Integration Advisor position.*

## **Position Description Summary**

*The IT Integration Advisor position entails the following client facing tasks, activities, and responsibilities*

- Deliver SharePoint Server 2010 (SPS)/Microsoft Office SharePoint Server (MOSS) 2007 and SharePoint Foundation 2010 (SPF)/Windows SharePoint Services (WSS) 3.0 implementation consulting services to clients. This includes Installation, migration, Training, Administration, and Troubleshooting.
- Deliver Project Server 2010/2007 implementation consulting services to clients. This includes Installation, Migration, Training, Administration, and Troubleshooting.
- Deliver basic IT Support to clients, including desktop, server, network, SQL, email and Microsoft Access application support and maintenance
- Consulting experience/Client facing

*The IT Integration Advisor position entails the following Internal tasks, activities, and responsibilities*

- Support end users and desktop systems
- Repairing old and deploying new computer systems
- Building Computer Images for deployment
- Provide system administration for internal systems: SharePoint, Project Server, Exchange, SQL Server, CRM
- Manage technology infrastructure: Domain, network, and Windows Servers
- Manage system updates with Windows Server Update Services
- Maintain systems with System Center Operation Manager
- Support Virtual Servers in Hyper-V, Virtual Server, Virtual PC, or similar technology

- Manage Symantec Backup Exec system

- Maintain Websites and administer IIS

### Professional Experience

- 3+ years IT experience
- At least one year experience with SPS 2010/MOSS 2007 and SPF 2010/WSS 3.0
- At least one year experience with Project Server 2007/2010
- Strong knowledge of the Microsoft platform
- Knowledge of a full range of SharePoint-related technologies
- Consulting experience/Client facing

### Core Professional Skills

- Problem-solver / solution provider
- Strong consulting skills
- Strong technical aptitude
- Professional appearance and manners
- Reliable and diligent
- Approachable and teachable
- Team player and leader
- Organized, systematic
- Good follow-through
- Excellent written, electronic, and interpersonal communication skills
- Strong professional references
- Proficient in Microsoft Office Excel, Word, Outlook
- Able to follow instructions/orders
- Effective manager of both technical and non-technical resources and teams
- Effective trainer

### Additional Attributes

*The following attributes are preferred and valued, but not required*

- Bachelor's degree in Computer Science or related field (or equivalent experience)
- Experienced with implementing, supporting, and using Microsoft Office Project Server 2007/2010
- Experienced with configuring, customizing, and integrating SPS and SPF
- Architecting and deploying production systems on the SharePoint 2010 platform
- Experienced with gathering business and technical requirements for SPS, SPF, and Project Server
- SharePoint Server (SPS) 2007/2010 certified

- Project Server 2007/2010 certified
- QuickBooks Administration
- MCP certifications
- PMP certification
- Project management experience
- Experienced with applying project management best practices
- Proficient in Microsoft Visio, Access, Performance Point Server

### **Personal Qualifications**

- Friendly, outgoing, sociable
- Teachable; autodidact
- Alert and observant
- Self-motivated, takes initiative
- Honest
- Tactful and respectful
- Passionate about profession
- Healthy sense of humor

### **Instructions**

Please send your resume to: [Employment@Advisicon.com](mailto:Employment@Advisicon.com)



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