IT Support Representative - UHealth IT Job

Employer Name:

SpiderID: 12515838

Location: Miami, Florida

Date Posted: 5/10/2022

Wage: Negotiable

Category: Information Technology

Job Code: R100057989

The Department of UHealth IT has an exciting opportunity for a full-time IT Support Representative. The IT Support Representative provides technical support to assigned department with oversight from staff and management.  
  
   
  
Provides quality customer service to all clients in a timely and professional manner.  
  
   
  
Organizes and prioritizes department requests.  
  
   
  
Assists staff with the installation, configuration, and other related tasks  
  
   
  
Conducts basic troubleshooting for assigned department.  
  
   
  
Verifies software is functional and escalates issues.  
  
   
  
This list of duties and responsibilities is not intended to be all-inclusive and may be expanded to include other duties or responsibilities, as necessary.  
  
   
  
MINIMUM QUALIFICATIONS  
  
   
  
Bachelor's Degree in related field required.  
  
   
  
Excellent interpersonal skills  
  
   
  
Outstanding oral and written communication skills  
  
   
  
Strong project management skills with proven problem-solving abilities  
  
   
  
Superior team building skills and the ability to collaborate well with others  
  
   
  
Great multi-tasking and leadership skills  
  
   
  
Exceptional analytical, financial, management, and conceptual skills  
  
   
  
Solid computer skills  
  
   
  
Any appropriate combination of relevant education, experience and/or certifications may be considered.

Start Date:   
  
  
Position Type: Full-Time Permanent  
  
  
Years of Experience Required:   
  
  
Education Required:   
  
  
Overnight Travel:   
  
  
Vacation Time:

Contact Name: University of Miami Health System

Company: University of Miami Health System