



LasX Industries, Inc.
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Computer / Network Technician Position Description

Job Title: Computer / Network Technician
Department: LaserSharp Equipment
Reports To: VP of LaserSharp Equipment

Position Summary:

Highly motivated person skilled in multiple areas relating to the IT world including PC-based computers, networking, and internet business communications. This person is responsible for maintaining and growing the company's local sites, networks, servers, and PCs. This person is also responsible for managing the PC architecture and remote servicing of LasX's PC-based equipment that is shipping worldwide. This person will work under the direction of the VP of LaserSharp Equipment.

Major Duties and Responsibilities:

Internal Company Network and Computers

- ❖ Establish rigorous backup and recovery procedures.
- ❖ Create and maintain Active Directory groups for managing rights, access, and security
- ❖ Maintain our Digium, SwitchVox VOIP system and hosted Microsoft Exchange.
- ❖ Establish new Microsoft server /client specifications and deployment.
- ❖ Maintain antivirus/spam software policies.
- ❖ Evaluate and develop growth strategies of the IT infrastructure.
- ❖ Other duties as requested by LasX Management.

LaserSharp Equipment – PC Product Management

- ❖ Determine methodologies for standardization of PC's shipping with equipment.
- ❖ Establish replication, restore, and recovery methods for shipped computers.
- ❖ Create and test upgrades of customer's older PC platforms (i.e Microsoft Window NT).
- ❖ Ability to setup and test PC with the networked equipment controllers and vision systems.
- ❖ Service PC problems remotely or with an occasional onsite visit.

Required Qualifications:

- ❖ Strong experience of 4-7 years of the requirements for high-availability computer systems
- ❖ Knowledge base shall include AD, DNS, DHCP, FTP, NAS, and server virtualization.
- ❖ Ability to work with high performing technical teams to meet strategic objectives.
- ❖ Excellent verbal and technical writing skills.
- ❖ Ability to represent LasX in a professional manner to customers and suppliers

Preferred Qualifications:

- ❖ Worked with workflow / document management software such as MS SharePoint or Numera's Footprints.
- ❖ Bachelor of Science in computer science and related technical field certifications.

Physical Requirements:

- ❖ Extensive time working at a computer workstation.
- ❖ Some work in a manufacturing environment.
- ❖ Ability to travel if necessary (10%)