

Active911 Tech

Salary: \$23,000-\$40,000 annually. This is a full time position.

Benefits:

- Health insurance
- Paid time off
- Paid holidays
- Gym membership

Requirements:

- **Excellent people skills** (must enjoy helping others with technical issues)
- **Fast reader** (able to quickly scan 500+ emails per day)
- **Quick learner**
- Ability to type at least **40 words per minute**
- Comfortable documenting issues and **composing 100+ emails per day**
- Professional dress and demeanor
- **100% onsite** in Philomath, Oregon (no remote work or work from home)

Duties:

- Answering the phone 50+ times per day
- Documenting support cases, composing emails
- After hours tech support contact part time
- Available to work after hours from time to time in case of emergency
- Up to 10% travel
- Other duties as necessary

We are looking for a people person that also has some technical leanings to work in a fast paced environment. This means answering the phone 50+ times per day, composing 100+ emails per day, and taking personal satisfaction in helping others solve problems.

If you are primarily a technical person, not a people person, this job is not for you.

If you are disorganized, this job is not for you.

If you would get tired talking to people all day, this job is not for you.

We will provide specific Active911 training on the job, but expect applicants to already have good PC and smartphone skills.

- Preference will be given to applicants with fire, EMS, law enforcement, military, or emergency dispatch backgrounds.
- Preference will be given to applicants with outstanding letters of recommendation from prior employers.
- Preference will be given to applicants with some technical support experience.

To apply, visit <http://www.ondemandassessment.com/verify/apply/BqqmqyR/EhPCTnw> and submit a 1-2 page PDF resume and any letters of recommendation. You will be asked to complete some online tests related to the job as part of your application.

