



IT Manager – Vista, CA

At Solatube International, Inc., we pride ourselves on manufacturing the world's #1 Tubular Daylighting System. Our ability to accomplish this goal is based primarily on the people we hire. We look for adaptable, self-motivated, passionate, creative team players. If this sounds like you, why not bring your talents and skills to Solatube International? Visit our website at www.solatube.com

We are searching for an experienced, motivated IT Manager to join our team. As an IT Manager, s/he will be responsible for the Network Infrastructure, Server Maintenance, Installation and Support of all Desktop PC's, workstations and end user support for all Office Automation solutions. We're searching for someone who's a great communicator and can diagnose and resolve issues quickly. Responsibilities include:

- Responds to internal user request regarding all IT services
- Network Administration including assigning user accounts, programming switches and routers and network security
- Responsible for the installation, maintenance and support of Exchange server
- Responsible for the installation and maintenance of all Telephone and Voice mail systems – (supervises all infrastructure wiring including telephone and Fax)
- Installs PC and Server Operating System software, patches and updates
- Manages and maintains all systems back-up libraries
- Interprets user requirements and decides appropriate hardware/software solutions
- Coordinates and supervises IT Operations projects utilizing outside contractors and consultants
- Places Purchase Orders for IT hardware, software and services

Required Qualifications:

- BA/BS in Information Technology
- MSCE required
- Minimum 3 years' experience as a PC Technician/Desktop support technician supporting Microsoft OS
- Effective communication and organizational skills
- Knowledge and use of PowerPoint, Excel, Word and Outlook

Benefits:

We offer growth potential for motivated professionals, great compensation, and full benefits including matching 401k, bonuses based on individual performance, medical and dental insurance, pre-tax accounts for health care, paid sick time, and paid company holidays.

* Solatube International, Inc. is an Equal Opportunity Employer. Employment is contingent upon successful completion of background investigation. Drug-free work environment. Only candidates whose profiles closely match requirements will be contacted during this search.