



At H2E, everything grows - people, skill sets, careers and you. We need your talent as an IT professional for Enterprise Resource Planning (ERP), Network (NW) and IT management.

H2E is a growing electrical engineering consultancy firm located in Liberty Lake, Washington. Our culture supports (and insists on) excellence in engineering, project management, teamwork and leadership. We are intentional about ongoing skills development – our clients and your potential demand nothing less.

Industries we currently serve include Mining, Light Metals, Hydro Electric, Cement, Aggregates, Water and Waste Treatment Plants, Electric Utilities, Dept of Energy, and Wood Products. We are currently looking for an experienced IT Support Services Specialist (ITS) to work and grow with us at our Liberty Lake, WA headquarters.

About Your Work:

In a performance-driven, team environment, you will be responsible for architecting ERP modernization efforts and future upgrades, managing Company IT systems including the use of outside contract resources for network troubleshooting/support and provide IT networking support for industrial automation and power projects. The ITS will protect company data, ensuring that it can be stored, retrieved and used in support of timely decision-making throughout the company. The ITS will apply extensive and diversified knowledge of networks, IT infrastructures and ERP systems to support the organizations IT needs. They will also plan, direct and coordinates activities of multiple designated IT projects to ensure that goals or objectives of said projects are accomplished within prescribed time frame and funding parameters.

Essential Responsibilities:

Technical

- Architecting, developing and maintaining Deltek Vision ERP software through a modernization process and future upgrade
- Regularly assess IT systems, network and data needs to refine/update systems to address those needs
- Ensure appropriate security of data, network access and backups for the IT Systems, ERP, and Networks
- Manage, troubleshoot, repair and support PCs throughout the organization
- Provide / direct SQL Server, MS Access and document management administration
- Applies a thorough knowledge of current principles and practices of IT engineering
- Performs and supports project work on the development and engineering of industrial control system network designs
- Develops IT equipment specifications, evaluates bids and supports Purchase Order activities
- Provides recommendations for change management within active IT projects
- Assists upper level engineering and management as a technical IT specialist

Leadership / H2E & Project Management

- Establish, maintain, and manage annual budgets for IT
- Train Staff on IT, network, security and ERP topics
- Provide supervision to Engineering Specialists who support Company IT activities



ERP/NW/IT Manager - Engineering

- When necessary, work with external IT contractors to support Company needs
- Manages IT activities, communicates changes and progress. Coordinates to complete IT projects within scope, on time and on budget with safety and quality requirements met
- Tracks progress of IT project deliverables to ensure requirements are met per schedule
- Actively participates, presents, and guides meetings and specific aspects of IT assignments
- Develops new techniques and/or improves processes, materials, or products
- Conducts experiments, analyzes and interprets data to formulate and solve problems
- Demonstrates best practices as the IT technical lead while mentoring IT, engineering and design personnel

Communications

- Provide timely communications, documentation and coordination (CDC) to Management on all ERP/NW/IT related activities
- Regularly provide clear, concise communications to the Director of Engineering on IT related concerns
- Represents the organization in communications and documentation pertaining to broad aspects of IT assignments
- Possesses advanced oral and written communication skills
- Initiates and maintains contact with key IT professionals and clients/customers or other organizations and companies and is skilled in negotiation of critical issues
- Leads IT related meetings and makes presentations

Ownership / Growth / Direction

- Establish and comply with best practices for infrastructure, servers, PCs, security and software upgrades / maintenance
- Work alongside our Engineering Teams to provide creative network and IT solutions to Clients as part of our Automation and Power Project deliverables
- Establish and maintain usable and well-communicated schedules for all phases of IT related projects
- Makes authoritative IT recommendations
- Continual self-improvement in latest technology and equipment in the industry
- Models and inspires continuous improvement in others
- Continual self-improvement in interpersonal skills and effective oral and written communications
- Ability to resolve IT related technical issues to move the team and the company forward

Minimum Qualifications:

- BS in Computer Science, MIS or equivalent from an accredited university
- Minimum 5 years of experience in administration of IT systems, software development, networks, servers, PCs and printers in a modern Windows environment
- Experience with ERPs, Microsoft SQL Server administration and the SQL language. Knowledge and use of Deltek Vision ERP software is a plus
- Familiarity with Rockwell Automation software and networking for industrial applications
- Experience troubleshooting software, hardware and networking issues
- Experience with computer security and data integrity
- Ability to effectively communicate with clients, contractors and system users
- Ability to work efficiently and effectively when managing multiple tasks
- Must be self-motivated, results oriented, and be flexible to work well under tight schedules in a fast-paced team environment

What H2E Offers:

- Competitive Wages
- Health/Dental/Vision Benefits/401k/Profit Sharing



ERP/NW/IT Manager - Engineering

- Flexible Hours
- Holiday, Sick, and Vacation Time
- Opportunity for Advancement
- Amazing Team Environment

How to Apply:

Please review the position posting and respond with cover letter and resume. Including previous work samples as appropriate is highly encouraged. Apply via E-mail to recruiting1@H2Einc.com.