

# Advanced Provisioning Tech

**Status:** Full Time (Evening Shift)

## **Specific Responsibilities:**

- Updating and maintaining the various databases and systems required for telecommunication services
- Building VoIP Residential Lines in Class 5 switches
- Building VoIP Commercial Lines in Class 5 switches including:
  - Business Groups
  - PRIs
  - Hosted PBX
- Configuring features/feature sets in Class 5 switches
- Handling service activation calls from technicians

This is not meant to be an exhaustive list of duties and responsibilities. Position may require additional tasks, duties or projects as assigned.

## **Qualifications:**

Minimum qualifications include but are not limited to:

- Detail-oriented with strong multi-tasking capabilities
- Demonstrated competency with the Microsoft Office especially in Excel & Word
- Ability to adhere to established guidelines
- Excellent written and verbal communication skills
- Proven Customer service skills
- Strong work ethic
- Flexibility
- High School Diploma (or GED)
- Bachelor's degree preferred

## **Compensation**

- Competitive compensation package including
  - Medical Insurance
  - 401K Plan Available
  - Growth Potential

Big River Communications is an equal opportunity employer. All employment decisions are made without regard to race, color, age, gender, gender identity or expression, sexual orientation, marital status, pregnancy, religion, citizenship, national origin/ancestry, physical/mental disabilities, military status or any other basis prohibited by law.

To apply for this position, please send resume to address below

## **Human Resources**

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