



**SUMMARY ONLY – NON INCLUSIVE  
NOT AN OFFICIAL JOB DESCRIPTION**

**Job Title:** Business Systems Specialist

**Location:** Sulphur, OK

**Qualifications:**

- Demonstrated ability to design, implement and manage a Microsoft infrastructure
- Ability to integrate MS based systems and services with third-party business applications, specifically accounting and database related applications.
- Willingness to work directly with customers as well as network and business area experts to determine project scope and requirements.

**Physical Activity Includes:**

- Ability to sit or stand for extended periods of time;
- Ability to climb and balance on ladders;
- Ability to work in enclosures or cabinets;
- Ability to lift 50 lbs overhead; Visual acuity, with or without accommodations,
- Necessary to identify small print and color codes on cables and equipment.

**Job Summary:** The Business Systems Specialist is an expert in the design and implementation of Microsoft based backoffice infrastructure including MS SQL Server, Active Directory and Exchange. The Business Systems Specialist assists customers with the implementation and integration of MS based infrastructure in support of line-of-business objectives or as part of a network or systems upgrade, migration or outsourcing/hosting effort.

**Working Hours:** M-F 8 AM-5 PM and On-Call