



Title: Cloud Application Administrator	Location: Green Bay, WI
Type: Direct hire – full time	Industry: Manufacturing / Foods

Duties and Responsibilities:

- Responsible for the day to day administration of the Microsoft Office 365 (O365), including making approved changes to processes and work flows.
- Work with the Infrastructure group to create a joint O365 administration team.
- Aid in integration with cloud based O365 and other cloud-based applications and tools.
- Develop clear and concise technical and process documentation.
- Perform implementation tasks, related to O365 and other cloud applications, including: configuration, integration, custom programming and end user roll-outs.
- Responsible for the creation of O365 and other cloud application business rules.
- Understand new O365 and other cloud application features and unused tool functionality to drive the platform expansion and adoption.
- Lead technical analysis of additional tool implementations within O365 and other cloud applications, including requirements gathering, process modeling, and gap analysis mitigation.
- Work with users to gather business requirements and workflow.

Requirements:

Skills:

- Prior technical experience working with Microsoft Office 365
- Experience with Azure is a plus
- Ability to work with limited direction.
- Familiar with standard concepts, practices, and procedures within field. Performs a variety of tasks.
- Excellent planning and organizational abilities.
- Strong aptitude for both business and technical perspectives.
- Strong ability to research and solve complex issues.
- Ability to effectively communicate issues and resolutions to all levels of the organization.
- Experience documenting, project tracking and management reporting.
- Effectively coordinates with other team members and employees throughout the organization.

(cont'd on next page)

To inquire about this position, please send an email with your contact information to contact@tacitLLC.com. Or call Joe Rosenfield directly at 920.437.4391.

Title: Cloud Application Administrator	Location: Green Bay, WI
-----------------------------------------------	--------------------------------

Page 2

- Experience with vendor and consultant management
- Customer service focused.

Education and Experience:

- Certification(s) in area of specialty is a plus.
- Bachelor's degree in Computer Science or in area of specialty is preferred.
- Minimum of 3+ years' experience in the field or related area.

To inquire about this position, please send an email with your contact information to contact@tacitLLC.com. Or call Joe Rosenfield directly at 920.437.4391.