



Job Title: Technical Support - Onboarding Specialist -- Application Support

Organization Name: [OnPay Solutions Inc.](#)

No of Openings: 1 -2

Work Schedule: Flexible between 8:30a - 5:30p

Pay Rate: \$19.50 - \$22.50 / hour based on skill level

Job Description: Fast-growing technology company seeks 1 - 2 full-time technical support specialists to work exclusively with customers on upgrading software. All work done via telephone, web and SFTP.
Software Technical Support Level 1 & Onboarding Specialist works by phone and remote meetings with customers to keep software functioning. Also helps with upgrading customers to latest version of our business-to-business payment software.

This is a fast- paced environment. Excellent entry-level role within OnPay Solutions.

Qualifications: SQL knowledge/experience REQUIRED. Database querying and manipulation a must. Please do not apply without this.

Excellent phone and written skills required.

Qualified candidates MUST:
* Possess technical competency sufficient to learn software
* Be a proficient problem solver
* Desire to assist developers with database development and tool usage
* Have demonstrated ability to perform detailed analysis and translate client needs
* Have excellent time management, project management and communication (oral and written)
* Be detail oriented, quick-learner and deadline driven.

***How to Apply:** Full Background Check and Drug Testing Required.
Apply online or submit resume to jnanderson@onpaysolutions.com