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*Energy Panel Structures, Inc.*

## **Entry Level IT Generalist**

Energy Panel Structures, Inc., an industry leader in commercial and residential construction, with headquarters in Graettinger, Iowa, and locations in Perryville, MO, Geneva, NY, and Urbandale, IA. With a strong commitment to quality and innovation, EPS is seeking an Entry Level IT Generalist to join our team at our Perryville, Missouri facility. Candidates must be self-motivated and have the ability to multi-task as you will be providing assistance to several departments.

### **Key Responsibilities:**

- Provide technical support to internal teams and end-users.
- Assist in the setup and maintenance of hardware and software systems.
- Support network troubleshooting and general IT infrastructure maintenance including local manufacturing machinery systems.
- Assist in software installations and system upgrades.
- Monitor system performance and assist in resolving technical issues.
- Collaborate with IT management and other staff with ongoing projects.
- Assist with new office assemblies.
- Ability to maintain confidentiality.
- Additional duties assigned as needed.

### **Key Skillsets:**

- A firm understanding of Information Technology hardware.
- Familiarity with Windows Operating Systems 10/11.
- Strong problem-solving and troubleshooting skills.
- Ability to be resourceful and creative.
- Excellent soft skills and the ability to work well in a team.
- Eagerness to learn and grow in the IT field.
- Ability to pass a drug test and thorough background check.
- Ability to occasionally lift 50+ lbs.
- A great attention to detail.

### **Education:**

- High School diploma or GED.
- Previous internship, recognized IT certificates, or relevant experience is a plus, but not required for this position.

EPS is a Drug Free Workplace. Applicants must be willing to undergo Pre-employment Drug and Background screening. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status. EPS offers a very Competitive Base Salary, Comprehensive Benefit Package including 401k and ESOP. Position available in our Graettinger, IA location. To apply via email, please send your resume and cover letter to [bsteinnerd@epsbuildings.com](mailto:bsteinnerd@epsbuildings.com).