

Technical Support Specialist

- **Hi-tech sector - employee time management**
- **Opportunity for career growth**
- **Competitive salary**

Do you want to make a difference working for a vibrant and innovative software company specialising in online timesheets and leave requests?

Over the last five years, TimeFiler has grown dramatically by adding value to clients such as Solid Energy, Tait Radio Communications, Mercy Hospital, Overland Footwear, Metservice and Colmar Brunton - to name but a few.

TimeFiler integrates with our clients' payroll system to make them hum. After implementing TimeFiler, Mercy Hospital reduced payroll processing time from four days to one day, and processing errors from 15% to just 1%.

We have just relocated to our new office space in Riccarton to accommodate our growing business.

Highlights include:

- A competitive remuneration package with plenty of opportunity to grow within the company
- New office environment with a highly skilled and motivated team
- Interesting and varied work, with occasional travel throughout NZ required

A brief outline of your role:

- You will be responsible for providing client support and technical issue resolution
- Provide online and on-site training, develop reports, documentation and QA testing
- Based in Riccarton, Christchurch, and will involve occasional travel to other centres

You will need:

- To be a self-motivated, organised person with an eye for detail
- Good understanding of VBA (or similar) language, XML, MS SQL database (or similar) knowledge and good database report writing skills
- Proven technical, communication (written / verbal) and customer service skills

Find out more about our organisation at www.timefiler.com, or phone Jo on 021 578 343.

If you think you have what it takes to succeed in this position, we would love to hear from you.

Please e-mail applications to hr@timefiler.com by **5pm Friday 3 June**.

