



FLEXSTEEL®

Job Posting

Title of Position: Infrastructure Intern

Classification: Non-Exempt

Supervisor: IT Infrastructure Manager

POSITION OVERVIEW:

The Infrastructure Intern will work with the IT Infrastructure Team to design, support, and monitor Flexsteel's infrastructure which includes servers, networking, workstations, printers, telephony, and related technical infrastructure solutions that support business functions. This position will also work with the Service Desk to resolve technical issues that have been escalated to level 2.

DUTIES AND RESPONSIBILITIES:

Troubleshooting basic network and hardware trouble tickets

Document internal procedures

Collaborate with other IT Infrastructure areas as a member of a project team

Excellent customer service skills.

Follow helpdesk/desktop support best practices (ITIL-centric) to ensure accurate, timely problem resolution.

Demonstrates basic knowledge of general IT Systems and network concepts, principles, and procedures

Regular daily attendance is required. Eight hours per day, or as directed by supervisor, is required.

Conforms to the dress code, the workspace, and the building guidelines, as well as all other company policies.

Other duties as assigned.

EDUCATION & EXPERIENCE DESIRED:

Undergraduate Junior- Majors: Computer Science, Information Systems, Information Technology

Flexsteel Industries, Inc. offers a competitive salary, along with an excellent full-time benefits package, paid holidays, a friendly, supportive work environment, Flexsteel furniture discounts, and professional growth opportunities.

EEO/AA Employer Disabled/Veteran

Application Instructions:

Please apply online at <http://www.flexsteel.com/about-us/careers>