

## IT Support Analyst

Formation Environmental, LLC (Formation) is currently seeking a full-time IT Support Analyst to join our growing team in Sacramento, California. The IT Support Analyst will be responsible for onsite and remote technical end-user support and will assist with day-to-day IT activities, including but not limited to the installation, administration and maintenance of network hardware and software, ensuring efficient system performance, and safeguarding the IT infrastructure.

The candidate must be detail oriented, able to work independently, and effectively interact with managers, as well as the technical and administrative staff. The ideal candidate will possess the following traits:

- Degree in Engineering, Computer Sciences, or another related field
- Minimum of 3 years' experience in the field of IT
- Advanced knowledge of Microsoft Windows and Office 365 Exchange/Teams/Sharepoint
- Knowledge and experience supporting, troubleshooting, and configuring PC, desktops, and laptops
- Help desk experience and familiarity with ticketing software
- Strong writing and verbal communication, organizational, and interpersonal skills
- Ability to work collaboratively and respectfully toward resolving obstacles and/or conflicts
- Ability to work in a fast-paced environment and demonstrate grace under pressure
- Ability to explain technical concepts in non-technical terms
- Proactively engages the required resources to ensure the user expectation is exceeded in a timely manner
- Ability to learn appropriate software and hardware used and supported by the organization
- Flexibility to work odd hours that sometimes may include nights, weekends, and holidays as emergencies arise
- Ability to lift or move up to 50 lbs.

Experience with the following is a plus:

- VMware configurations and management
- Azure AD and InTune
- Network security and auditing best practices.

Formation offers benefits for full time positions. These benefits include medical, dental, and vision coverage along with a 401K plan, short- and long-term disability, life insurance, vacation and sick days, and additional optional benefits. The salary range for this position is \$60,000 – \$80,000 per year, commensurate with education, experience, and ability.

Employment offers are contingent on the results of background checks, including employment history, criminal background, Federal Watch List, as well as drug and alcohol screening. All background checks will be conducted in accordance with all local, state, and federal laws. To apply for this position, please submit a cover letter and resume to [hreinbound@gmail.com](mailto:hreinbound@gmail.com).

### **About Formation Environmental**

Formation is a rapidly growing consulting firm with offices in Boulder, CO, Sacramento, CA, Calipatria, CA, Portland, OR and project offices throughout the U.S. Our multi-disciplinary team provides scientific, technical, and strategic expertise in environmental engineering, soil science, water resources, vegetation management, and remote sensing.

Our scientists and engineers are working with clients on some of the most challenging environmental issues facing our world today. Many of our clients have complex and unique challenges that require a customized solution to meet regulatory requirements, compliance driven schedules, programmatic improvements, risk management, stakeholder engagement, or advanced geospatial insights. Our team excels at working with each client to characterize problems and to create solutions through applied science and cutting-edge technology. To achieve this objective, many of our team members collaborate effectively across multiple practice areas (and with outside teaming partners) to assemble the best combination of experts to meet our client's needs.

Formation provides an exciting work environment with opportunities for mentorship and professional growth, including:

- Participation in professional societies, research projects, workshops, and scientific conferences.
- Collaboration with teaming partners, research facilities and academic organizations,
- Encouragement to explore new markets, technologies, methodologies and collaborate within and outside the company with the goal of pairing client opportunities and challenges with advanced technology and expertise.