



# National Electrostatics Corp.

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## POSITION OPEN

November 13, 2019

**Great benefits in a dynamic workplace that is respectful, friendly and fun – we are a team that is committed to making and keeping our customers very happy!**

NEC expects all employees to have safe work habits, attention to detail, accuracy, good attendance and organization, the ability to work and think independently, along with the ability to work cooperatively with others in a positive, professional manner in a small three person department.

Benefits include paid holiday, vacation, sick leave, disability, life insurance, employer-sponsored group health, group dental insurances and 401(k) retirement plans.

**Job Title: COMPUTER PROGRAMMER AND IT PROFESSIONAL**

**Job Level: Salaried Exempt**

**Work Hours: 8:00 A.M.- 4:30 P.M. (Monday – Friday)**

### **Essential Duties:**

Programming responsibilities include:

1. Interacting with users to determine new software requirements.
2. Gathering requirements for new software from users.  
The software is business management including accounting, inventory and order processing.
3. Designing and implementing database tables
4. Designing and implementing stored procedures to maintain data
5. Designing and writing programs to access the database
6. Testing programs
7. Writing Microsoft SQL Reporting Services code
8. Supporting Microsoft Dynamics software
9. Supporting Solidworks PDM software

IT responsibilities include:

1. Maintaining a Windows Server, including backup and restore procedures
2. Maintaining a small Windows Active Directory domain
3. Maintaining Microsoft SQL Server instance
4. Assisting users as required

## **Skills and Experience Requirements:**

1. College degree in computer programming, or another related field, or equivalent work experience.
2. Average or better ability to read and write in English and to work from written instructions.

Programming skills include:

- C#, .NET and SQL.
- Full system life cycle development.
- The ability to communicate easily and effectively with colleagues throughout the company.

IT skills include:

- Interest in Microsoft operating systems.
- Interest in Microsoft SQL Server.

## **Physical Requirements:**

1. Ability to lift 40 pounds
2. Ability to perform operations of manual dexterity, lifting, bending and twisting
3. Eyesight vision of, or corrected to 20/20.

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