



Pendello Solutions, Inc., is seeking a motivated, independent and proactive Business Technology Associate.

At Pendello, we are passionate about using business technology to help our clients put the focus on what's really important in their businesses and their lives. Supporting our clients means not only providing the latest technology, but also the business processes and expertise to leverage that technology, helping companies achieve more than they ever thought possible.

We are headquartered in Mission, Kansas, and are a leader in providing the most effective and forward-thinking business technology management capabilities. Pendello embraces, and creates, new business technology management approaches to provide proactive solutions, monitoring, maintenance, processes, and business strategies that deliver value to our clients. We are committed to exceptional customer service, fostering trusted relationships, and a positive, innovative, teamwork-based culture.

This is a paid full-time position.

We are looking to hire an Associate who is interested in an apprenticeship-hiring process, with a strong desire and ability to learn and grow over time. With this approach, experience is a definite advantage, but we are more focused on where you desire to take your career and the effectiveness of your "soft" skills that will form the foundation of your Pendello knowledge and capabilities. Our hiring approach emphasizes the quality of the individual and identifies those candidates seeking an exciting, dynamic and growing environment to become a part of.

This position reports to the Service Manager and works as part of the Service & Support team. This position provides:

- On-the-job training
- A team environment where your contributions are valued and you are encouraged
- Development opportunities for career advancement

Key Tasks

- Complete Onboarding Program including training, hands-on work practicums and job shadowing
- Provide desktop, application, printer and end-user support from initial response to closure
- Document, track and monitor issues to ensure a timely resolution
- Responds to client requests for technical support via ticketing system and telephone
- Location: Office

Check us out at www.pendello.com. If you think we are the type of company you would like to be a part of, and you think you are able to provide value to our business, please apply by e-mailing jobs@pendello.com with the following:

- Your resume in PDF format

When you e-mail your resume to us, you will receive an automated response with several questions we need to have answered before we proceed. Be sure to check your spam folder as some filters will consider our e-mail spam. Your resume will not be considered without answers to these questions, so reply in a timely manner.



We know many job postings list the credentials you must have and what experience the ideal candidate might have. That said, yes, we want you to have an education, yes, we want you to be able to write and communicate effectively, and yes, we want you to be a team player. But, as we stated, we are looking for apprentices. So, we are ultimately looking to hire people that have a positive attitude, a desire to learn, and are driven to grow. If that isn't you, the credentials aren't going to count for much.

Love what you do and the environment you do it in at Pendello Solutions!