



TECBOMO LIMITED LIABILITY COMPANY COMPUTER SPECIALIST (JUNIOR)

EQUAL OPPORTUNITY EMPLOYER

TECBOMO Limited Liability Company is proud to be an equal opportunity employer. We believe diversity and inclusion are essential to creating a positive and productive work environment. We welcome individuals of all backgrounds and are committed to providing equal employment opportunities to all employees and for employment. Qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, gender identity, disability, or protected veteran status.

Location: Waldorf, MD (Charles County)

Company: TECBOMO LIMITED LIABILITY

Computer Specialist (Junior) | Position Description

The Computer Specialist (Junior) shall determine costs for converting computer systems from one language or machine to another by utilizing compilers, simulators, emulators, and/or language translators, and recommend better utilization of operating systems capabilities to improve system efficiency.

This candidate will provide technical assistance and support for incoming queries and issues related to computer systems, software, and hardware to maintain daily performance of computer systems.

Application Computer Specialist (Junior) responsibilities include:

- A. Developing, managing, maintaining, and evaluating state-of-the-art computer hardware, software, and software development tools;
- B. Evaluating their ability to support specific requirements and interface with other equipment and systems;
- C. Determining potential and actual bottlenecks;
- D. Proposing recommendations for their elimination; and
- E. Making recommendations for systems improvements that will result in optimal hardware and software usage.
- F. Review proposed changes to validated computer systems and identify the validation requirements necessary to maintain the system's validation status after execution of the change.
 - Developing computer validation policies, procedures and protocols.
 - Develop validation lifecycle master plans and execution plans for computer system validation projects.
 - Review proposed new computer systems or software applications that require validation and provide Validation's perspective on these systems.
 - Performs and leads computer system validation projects related to authoring and executing specifications and validation documentation for process equipment/systems, laboratory automated instruments/equipment and systems according to the GAMP5 Validation Life Cycle.
 - Write and assist in writing all validation deliverables within the Computer System Lifecycle, Validation Plans, Summary Reports, Configuration Specifications.
 - Manage, coordinate, and/or perform the development of validation plans and compilation of the data and results into final reports.
 - Schedule and lead meetings with information technology, quality assurance, and system end user personnel to gain consensus on protocol content, protocol execution, and resolution to failures to meet protocol acceptance criteria.
 - Generate validation documentation (requirements specifications, functional specifications, configuration specifications, risk assessments, validation plans, IQ, OQ, PQ (Installation, Operational, Performance and Qualifications) and related reports, and validation summary reports, using defined procedures.

Hiring Salary Range: TBD

Job License & Certification

Industry Licensing or Certifications for Computer Specialist (Junior): IA, ITIL, II, MSCE, PMP, IAM, IAT, MCSE, MCSA, RHCA

What We offer

Working at TECBOMO is an opportunity like no other. In addition to a competitive compensation package, including base salary, bonus and a full range of benefits, TECBOMO offers a creative, supportive and flexible environment. This environment encompasses a pathway for expedited organizational growth and promotion.

Education

This position requires a Bachelor's degree from an accredited college or university with a major in computer science, information systems, engineering, business, or a related scientific or technical discipline; or three (3) years of equivalent experience in a related field.

Preferred: Bachelor's Degree in Computer Science, Education, Computer, Associates, Engineering, Information Technology, Technical, Mathematics, Management, Business

General Experience: The proposed candidate must have at least five (5) years of computer experience in at least two of the following disciplines: systems analysis, systems programming, application programming, and/or equipment analysis.

A minimum of four (4) years' experience supporting ERP applications in manufacturing/operations environment is required

Specialized Experience: The proposed candidate must have at least three (3) years of experience as a computer hardware and/or systems software specialist, or as a systems analyst with duties relating to the evaluation of third- and fourth-generation or state-of-the-art computer hardware and software, and its ability to support specific requirements for systems management or large-scale system development and maintenance.

All qualified applicants will receive consideration for employment without regard to interaction, gender identity, interactional orientation, race, color, religion, national origin, disability, protected veteran status, age, or any other characteristic protected by law. As a general policy, TECBOMO does not offer employment visa sponsorships upon hire or in the future.

Candidates for this position shall familiarize themselves with TECBOMO's services and solution pages: <https://www.tecbomo.com>