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HR/Payroll Software Support Rep

Are you a human resource or payroll professional looking for a career change? Do you enjoy troubleshooting, problems solving and teaching others? If so, consider applying to join our software support team! Our Software Support Reps assist our customers in day-to-day use of our payroll, accounting and human resource management software.

Education Required:

- High School Diploma
- Associate's or Bachelor's degree or equivalent experience focused in Accounting, Business Management or Human Resources

Experience Required:

- Previous employment in Human Resources, Payroll or Accounting (or sufficient education)
- Customer Service
- Experience in agribusiness helpful

Knowledge/Skills Required:

- Bilingual: English/Spanish a plus
- Accounting software experience or education
- Computer Skills: Microsoft Office, typing, ability to learn and teach new software
- Ability to use multi-line phone system
- Excellent oral and written communication skills
- Strong problem solving and trouble shooting skills
- Attention to detail
- Self-motivation and time-management skills

To Apply:

Please email jobs@datatechag.com to let us know you are interested in a position. In your email, answer these questions:

- What type of career are you interested in?
- What do you know about Datatech?
- How can we best use your knowledge and skills?
- Are you looking for full-time or part-time work?