



Field Service Technician

As a Field Service Technician, you will be responsible for maintaining, troubleshooting, and repairing office equipment and related software, while providing excellent customer service to a large Client base in the Southwestern Michigan and Northern Indiana regions.

Responsibilities

- Conduct recruitment effort for all exempt and nonexempt personnel, permanent and temporary employees; conduct new-employee orientations; monitor career-path programs, employee relations counseling, and exit interviews; write and place advertisements.
- Visit client sites for troubleshooting, diagnosing and maintaining multifunctional office equipment.
- Set up and prepare new copier/fax/scanner equipment (MFP) for installation.
- Ensure a high level of customer satisfaction by responding to service calls in a courteous and timely manner.
- Manage inventory accurately for tools, parts and supplies in vehicle stock.
- Complete and submit vehicle expense reports accurately and in a timely manner.
- Continuous training to expand knowledge of new technology and equipment and the opportunity to grow your career with AIS.
- Refurbish used equipment, including cleaning and repairing.
- Ability to lift up to 50 pounds and move (bend, twist, kneel, etc.) to access all components of equipment.

Benefits Include

- Medical Insurance
- Company paid life Insurance
- Dental Insurance
- Vision Insurance
- Flexible Spending Account
- Company matching 401K plan
- Paid time off
- Paid holidays
- Professional environment where your ideas are encouraged, and you have the opportunity to grow your career



Why work with us?

Advanced Imaging Solutions, Pinnacle of Indiana and Advanced Water Solutions are local providers of the most comprehensive suite of Office Technology Products and Services in Northern Indiana and Southwest Michigan.

We are in search of highly skilled individuals with solid professional experience to become a part of our growth and expansion. At Advanced Imaging, we look for individuals who are as passionate about being an integral part of making businesses better. As a company, we apply our unique talents and passion for technology to make a difference in the businesses and lives of the people we serve. At our core, we value a commitment to:

- Lifelong Learning
- Providing Remarkable Service
- Working Together as a Team
- Focusing on Community
- Leading with Integrity

For consideration for this position, please email your resume to hr@advancedimaging.net