

# WE'RE HIRING!

## Systems Specialist - Web Applications

Dominion Voting is searching for a **Systems Specialist - Web Applications** to join our team in Denver, Toronto, or remotely in the US! This role will be responsible for implementing and ongoing support of multiple web applications reporting to the Manager, Software Integration. Dominion Voting has a family of web applications including internet voting, ballot auditing & review, and election night reporting sites and in this position you will manage the implementation and ongoing support of these applications, interfacing with both internal resources and customers.

### Responsibilities

- Ensure all operational testing is complete, operational readiness items have been addressed, assist with deployment activities and provide post launch support of web based applications.
- Work closely with IT and development to assure that all departments are working in sync for managing hardware/infrastructure and development needs.
- Onboard new accounts/users including offering either onsite or remote training to new accounts/users
- Provide administrative application oversight verifying that systems are continually working as expected and that accounts are functioning within expected parameters.
- Work closely with the documentation & training team to assist in creating user documentation, training materials, product usage documentation, logistical information, and help desk articles.
- Work onsite at customer locations and assist in the installing and configuring of web applications when customers would prefer local hosting over using Dominion hosting infrastructure.
- Analyze, troubleshoot and resolve any product issues (hardware & software) for customers and co-workers.
- Document and report all anomalies and issues encountered for all hardware and software products.
- Provide service to Development by conducting operational level testing of prototypes, collecting accurate data on system failures and developing practical field solutions to common problems.
- Identify tools that can improve the Dominion Voting Systems product line and increase efficiencies.
- Assist in the research, procurement and implementation of new technologies, products and tools.
- Ensures that product upgrades are successfully completed with no disruption to overall service level.
- Ensures compliance with product warranty requirements and forecasts parts requirements.
- Develops expertise in the use, maintenance, repair and application across all DVS product lines.
- Provides on-site or remote support to state-level certification efforts of products.
- Adheres to all local, state, and federal rules and regulations that pertain to the operation of election systems.

### Qualifications

- Bachelor's degree in Computer Science, Information Systems, or a related field (or equivalent work experience).
- Knowledge of web application related technologies and be able to identify where different technologies are being used.
- Working knowledge building stored procedures and Excel macros.
- Experience in the elections / voting systems industry is preferred, but not required.
- Experience working with County and/or State governments is preferred, but not required.
- Knowledge of general database applications and the interaction of those applications with external systems.
- Exceptional organizational skills to include attention-to-detail, accuracy, multi-tasking and time management.
- Ability to professionally and effectively liaise directly with customers and vendors.
- Ability to analyze problems and identify potential solutions and preventive measures.
- Ability to travel domestically and internationally up to 50% of the time.

[Click here to apply!](#)

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Dominion Voting is an Equal Opportunity Employer

