

# Windows Engineering Fellowship

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## Company overview:

Would you like to work at Google someday? Yeah, we would too, but we think we have a similar innovative, casual spirit right here in St. Louis at Amp Technology, the home of Fpweb.net. We are pioneers in SharePoint hosting and are currently hunting for a talented CIS/MIS student to serve as a Windows Engineering Fellow. For more information about our company, check out [www.fpweb.net](http://www.fpweb.net).

## Fellowship overview:

The Windows Engineering Fellow will be responsible for answering phones and e-mail in a timely manner, documenting client needs and investigating Windows server issues. This is your chance to get in with a fast-growing, fast-paced company at the ground level right here in St. Louis. We will hand-pick only the best Fellows to be considered for full time employment at the conclusion of the Fellowship.

### Top 10 reasons you want to join our team:

1. Our mission is to be the #1 place to work in St. Louis.
2. We enjoy a casual, necktie-free, friendly collaborative environment.
3. Values matter to us.
4. Rules and bureaucracy annoy us.
5. We pay well.
6. We hire outstanding *people* who also happen to be extremely talented.
7. We embrace innovation and creativity.
8. We constantly solicit, reward and implement great ideas from everyone on our team.
9. We are a small shop with huge ideas; you'll actually have a say in how things are done.
10. Our tireless ambition to dominate our industry means the sky is the limit for you.

### This opportunity is for you if:

- You can think "outside the box" to find unique solutions.
- You can produce A-level work with minimum supervision.
- You are hungry to learn from other great Windows Engineers.
- You are a technology junkie who loves to dive in, learn new things and solve problems.
- You can write instructions clearly and effectively.
- You have nagging obsession for finding better and more efficient ways to do things.
- You can communicate with customers in a professional manner.
- You can work hard with minimal supervision.
- You possess a positive, outgoing personality – we don't hire cavemen.

## Responsibilities:

- Assist with writing standard operating procedures for internal support items.
- Write canned responses for use in the ticketing system.
- Produce A-level work with minimum supervision.
- Willingness to learn new technologies with an emphasis on SharePoint.
- Communicate with customers in a professional manner on the phone and in email.
- Communicate task progress daily with supervisor to assure timely completion.
- Display effective time management skills in reference to project schedules.
- Proficiency with the Windows Server and other Microsoft technologies.

## Get Started

Please provide a resume and a one-page statement or cover letter indicating your area of interest and how this experience will help you achieve your goals. We hire only the best people in St. Louis. Please tell us why we should hire you. Cubs fans, and resumes without cover letters will not be considered.

## Contact:

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