



JOB DESCRIPTION

Position Title: Microsoft Specialist		Department/Section: Consulting Team
Primary Responsibilities/Accountabilities		
<ol style="list-style-type: none"> 1. Qualify business opportunities according to Digi-Data's business objectives 2. Architect solutions and prepare relevant profitable proposals to solve customer business problems 3. Provide technical consultations 4. Oversee all consulting engagement activities leading to production of the final deliverables 5. Act as a technical business resource for broad and complex issues in strategic accounts 6. Strategically analyze the risks, benefits and opportunities of various solutions as needed 7. Conduct presentations and participate in seminars, customer events 8. Appraise and follow up on opportunities, advise on sales strategies within accounts 9. Research new technologies and advise on strategic investments within the Microsoft portfolio 10. Ensure that DDSL is current in the chosen Microsoft technologies 11. Review systems and processes and craft procedures to effectively communicate the processes as a terms of reference for members of the team and staff 12. Provide training on Microsoft Technologies as necessary and/or as required 13. Provide monthly reports on the Microsoft Portfolio 14. Achieve assigned Gross Profit Target 15. Maintain the strategic use of CRM as it relates to the daily job functions 		
Skills & Competencies		
Education	Bsc. in Computer Science Tertiary IT-related Additional IT/ Business Certification	
Experience	A minimum of 3-6 years relevant experience working in Consultancy or Project Delivery IT Sales experience will also be an asset	
Specific Training or Certification	MCSE Certification	

The above description is not exhaustive but the above points represent the key elements pertaining to the role