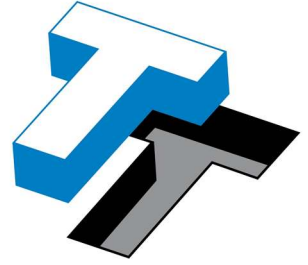


**Trace
Die
Cast**



Job Description

Trace Die Cast, Inc., is searching for an IT Support Specialist in Bowling Green, KY.

Trace Die Cast, Inc. offers technology driven high-pressure die casting solutions for the global automotive industry.

At Trace Die Cast, Inc., we believe the individuals we employ are our most important asset. Our diversified workforce promotes creativity and a fun, dynamic work environment. We empower a workforce and culture that is fair and rewarding. Every effort we make is to promote a positive environment where employees enjoy their time spent at Trace Die Cast, Inc. We strive to have open and honest communication to solve problems and continue to move our business ahead. With trust and accountability, we believe that our success depends upon the combined efforts of all employees.

Major Tasks and Responsibilities:

- Install, upgrade, and configure software and Windows systems
- Troubleshoot and resolve issues with software
- Troubleshoot and resolve issues with hardware
- Collaborate with end-users to help them identify their technical problems or technical requirements
- Assist end-users with password or login problems
- Maintain IT procedures and records
- Other duties as assigned

Job Requirements

Education/Certifications Requirements:

- Associate's or Bachelor's degree in IT related field
- Additional Certifications preferred

Essential Knowledge and Skill Requirements:

- Expertise with a variety of software
- Problem Solving techniques, communication skills, and analytical skills
- Ability to prioritize multiple tasks and workload
- Team-oriented attitude with ability to work independently when needed

Trace Die Cast offers excellent full-time benefits including comprehensive medical, dental, and vision plan options, life insurance, 401(k) with company match, paid holidays and vacation.

To learn more about Trace Die Cast, Inc., please explore our website www.tracediecast.com. To apply, email resumes to bpolley@tracediecast.com or mail to:

Trace Die Cast
Attn: HR Manager
140 Graham Avenue
Bowling Green, KY 42101