

Mainframe Operator

Wilson-McShane Corporation, a third party administrator for Taft-Hartley benefit funds, invites you to join our Information Technology team in our Kansas City, Kansas office as an Operator for our DOS/VSE based IBM Z9 mainframe. In this fast paced and varied role, you will be supporting both internal and external clients by insuring the smooth, trouble-free operation of our batch and on-line systems.

Essential Duties and Responsibilities include:

- Executes programs according to documentation.
- Performs various re-occurring monthly processes.
- Transfers files to/from vendor partners.
- Prepares and coordinates output generation with Mail Services
- Performs nightly batch processing and system backups
- Monitors the system for errors, operator intervention notifications, failures, etc.
- Other duties as assigned.

Minimum Qualifications:

- 1 to 2 years of experience in a similar position.
- 2 or 4 year Technological degree or equivalent work experience.
- Ability to work 2nd shift hours of 1pm – 10pm

To perform the job successfully, an individual should demonstrate the following competencies:

- Attention to detail.
- Excellent written and verbal communication skills.
- Customer focused attitude.
- Ability to identify and resolve problems in a timely manner.
- Work in both individual and team settings.
- Demonstrated ability to learn new skills.
- Effectively manages time and workload priorities in a quickly changing environment.
- Looks for ways to improve process efficiency and quality.
- Experience or exposure to the following is highly preferred:
 - IBM Z9 series Mainframes
 - IBM DOS/VSE Operating System
 - JCL
 - FTP/SFTP/FTPS Protocols

To apply, please send a cover letter and current resume to Sophie Grausam at Jobs@wilson-mcshane.com or fax to 952-851-3514.