

Job Title: Software Consultant**Location: Portland Oregon or St. Cloud Minnesota****Summary**

Software Consultants are involved in on-site consulting, implementation planning, software configuration and training of software applications for government agency clients.

We are seeking an experienced professional to provide these services for our Financial Accounting software clients.

Responsibilities

- Consult with clients on effective implementation of the software package
- Work with clients to develop procedures, documentation, and office systems which facilitate and support the software installation
- Configure software to provide the options and features requested; including customized reports and services
- Train client end-user personnel in utilization of the software product
- Act as liaison between the client and Springbrooks technical staff and project managers
- Assist Documentation and Support staff by providing training materials as new products are developed or new processing procedures evolve
- Work with Project Managers to coordinate installation and training schedules with clients
- Perform related work as directed or required
- 60% travel is required with most work occurring at customer sites. On-site assignments are a minimum of 3 weeks out of 4, and may be local or throughout the US; travel is usually Monday through Friday; weekend travel is generally not required

Required Qualifications

- Intermediate to advanced knowledge of Fund Accounting preferred.
- 2+ years experience delivering complex and technical information in a manner ensuring non-technical Individuals comprehend
- Advanced knowledge of Microsoft Excel and Word.
- Experience with Accounting software packages or government software packages required
- Excellent communication skills, both verbal and written
- Strong organization skills with the ability to juggle multiple tasks and projects simultaneously
- Ability to establish and maintain professional relationships with customers and fellow employees
- Proven ability to evaluate and address client needs and transmit them clearly to appropriate company personnel; as well as establish and maintain client satisfaction with implementation and training process.

Education Requirements

- Bachelor's degree required in Accounting or Finance

Travel Requirements

- 60% travel is required with most work occurring at customer sites.
- Monday through Friday; weekend travel is generally not required but may be in some cases.