



Position: Implementation Specialist

Location: **Commerce, GA**

of openings: **2**

Employment duration: **Full time**

Pay range: **TBD**

Travel: **Yes / In-state Required**

Submit Resume to:

Alicia Hammond

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Position Description

The K-12 Solutions Group Implementation Specialist position involves working directly with new customers during the initial implementation of Infinite Campus, working with existing customers for ongoing staff development, and training district users on additional Infinite Campus Premium Products.

Job Responsibilities

- Work with K12SG Project Manager in designing implementation plans for new customer districts
- Deliver high-quality training to districts on all aspects of the Infinite Campus SIS
- Remain up to date on new functionality to Infinite Campus
- Provide ongoing implementation support to new districts following go-live
- Work cooperatively with the K12SG Support Team to assist with customer support cases
- Travel required to customer districts requesting onsite training
- Ability to manage and provide high-quality virtual training when requested
- Other related duties as assigned by your manager

Desired Background

- Previous experience using Infinite Campus SIS
- 2+ years' experience in public/private school systems
- Excellent verbal communication and presentation skills
- Prior Staff Development Lead / Trainer experience
- Team oriented

Performance Expectations

- Perform job responsibilities as directed with a high degree of quality and professionalism
- Establish and maintain positive and productive work relationships with K12SG staff and customers
- Demonstration of time management and organization / manage travel requirements
- Detail oriented
- Display of professional dress code
- Able to determine and apply training techniques specific to the customer's interest level
- Participate in self-directed professional development on Infinite Campus product functionality