



## IT Analyst

### OUR VISION

We aspire to be the premier competitive intelligence and strategy consulting company in the life sciences industry delivering actionable insights and recommendations to our clients, essential for decision making, strategy development, and execution.

### OUR VALUE

Molekule Consulting is a proactive and dedicated partner that leverages its industry leading CI expertise, deep area knowledge and its extensive global network to provide world-class competitive intelligence and strategy services.

### OUR STORY

Molekule was incorporated with the notion that “good” and the “status quo” were inadequate. Born out of a vision to create a firm combining an ethos of strategic & actionable competitive insight with industry leading dedication to clients, Molekule Consulting was founded in 2012 by David Alderman.

In May 2022, Chris Stevenson, a biopharmaceutical industry leader with a track record of leading and developing businesses built on strong client service and strategic insight, joined Molekule Consulting as Managing Director, Europe. Chris is working closely with the existing Molekule Consulting leadership team to build an E.U.-based team that will support and develop the existing reputation and services from Molekule as the firm continues U.S., India, and Worldwide hiring and recruitment.

Molekule seeks to align intelligence outcomes, focus results, and enable our client partners to “win” in a highly dynamic and competitive environment. Molekule is one of the few competitive intelligence consultancies dedicated solely to the CI space in the biopharmaceutical sector.

### RESPONSIBILITIES

- Provide tactical, real-time technology support for our global Leadership Team, Consultants and Support staff (including, but not limited to, Windows/Mac, Exchange, MS Office, DropBox)
- Develop and implement company-wide digital security policy
- Computer hardware purchasing and deployment
- Develop and deploy custom Windows images
- Interface with cloud service vendors
- Continuous testing and reviewing of cloud-based solutions
- Digital onboarding of new hires
- Custom development of database access tools

### EXPERIENCE

#### Education:

- **Required:** Academic and professional experience congruent with Information Technology professional
- **Preferred:** Bachelor’s degree in computer science, information systems, management information systems, or a related area

#### Coursework:

- **Preferred:** Microsoft technology professional (MTA), Microsoft certified solutions associate/expert (MCSA/MCSE), CompTIA (A+, Cloud+, Security+), Certified cloud security professional (CCSP), Certified data privacy solutions engineer (CDPSE) *or similar*

## KNOWLEDGE/SKILLS/QUALIFICATIONS



### Experience and Technical Skills:

- 2-3 years working in an IT organization
- Microsoft Exchange, Windows, Office
- Mac OS
- IT security
- Python, SQL, or similar scripting /programming knowledge preferred

### Communications Skills (Verbal/Written):

- Possesses a very high sense of ownership, responsibility over one's work and interest in teamwork
- Motivated and disciplined to work under tight timelines with diverse stakeholders
- Strong ability to communicate effectively both verbally and in writing to diverse audiences
- Self-driven to progress and capable of working with minimum direction
- Ability to multi-task and work with evolving time-sensitive deadlines and priorities
- Excellent attention to detail and demonstration of resourcefulness through work
- Solid business and personal ethics
- Experience working in a team environment with ability to assert own viewpoint effectively

### LOCATION

- **Remote**

*EEO/AAP - Molekule provides equal employment opportunity to all individuals regardless of their race, color, creed, religion, gender, age, sexual orientation, national origin, disability, veteran status, or any other characteristic protected by state or federal law.*