



Dear Scott,

Segue Logic is pleased to offer you the full-time position of **Systems Engineer II**, with an anticipated start date of **December 15, 2025**.

In this role, you will be responsible for as a **Systems Engineer II** at Segue Logic, your responsibilities will include, but are not limited to, the following:

Design, deploy, administer, and support Microsoft-based environments, including Microsoft 365, Azure Active Directory (Entra ID), Intune, SharePoint, OneDrive, Teams, and Microsoft Exchange (Online and hybrid environments)

Manage Microsoft Exchange mail flow, mailbox provisioning, permissions, security, and troubleshooting, including spam filtering, transport rules, and retention policies

Provide Tier 2–3 technical support for Windows-based systems, servers, and cloud services, escalating complex issues as appropriate

Deploy, monitor, and maintain systems using Datto products, including endpoint management, backup, disaster recovery, and RMM tools

Monitor, maintain, and troubleshoot client systems to ensure availability, performance, and security across on-premises and cloud environments

Implement and maintain security best practices, including MFA, conditional access policies, endpoint protection, patch management, and backup verification

Assist with onboarding and offboarding users, including account creation, licensing, device provisioning, and access control

Support and maintain backups, disaster recovery solutions, and business continuity processes

Document system configurations, procedures, and client environments accurately and consistently

Collaborate with team members, project managers, and leadership on system upgrades, migrations, and client projects

Provide guidance and mentorship to junior technicians when needed

Maintain compliance with company policies, security standards, and client requirement, You will report directly to Scott Barbour, Chief Executive Officer, whose principal office is located at 8561 Alberta Falls Ave., Las Vegas, NV 89113.

This is a **remote position**, and your work will be performed from **Texas**. Your regular working hours will be **Monday- Friday 9AM-5PM CST** and may be subject to change based on business needs.

Your starting salary will be **\$55,000 per year**, paid on a **weekly basis via direct deposit**, beginning with the first payroll period following your start date. You may be eligible for periodic compensation adjustments and/or commissions based on performance and company discretion.

Your employment with Segue Logic is **at will**, meaning that either you or the Company may terminate the employment relationship at any time, with or without cause or notice, consistent with applicable law. Nothing in this letter creates a contract for employment for any specific duration.

This offer is contingent upon your completion of all required employment documentation, including verification of identity and authorization to work in the United States, and compliance with all Company policies and procedures.

Please confirm your acceptance of this offer by signing and returning this letter no later than **December 15, 2025**. We look forward to having you join our team.

Sincerely,



Scott Barbour

Signature: _____

Printed Name: _____ Date: _____