



## **JOB ANNOUNCEMENT**

**POSITION:** Information System Technician

**LOCATION:** County of Stanly  
IT Department  
1000 North First Street  
Albemarle, NC 28001

**SALARY:** \$29,499 or DOQ

**HOURS:** 37.50 hours per week

**JOB SPECIFICATIONS:** The Information System Technician is responsible for the installation, technical operation and maintenance of network infrastructure, computer hardware and software applications within the county. Duties include staging, installation and replacement of computers and other IT equipment and provide an initial base level of IT support to users. Working Knowledge of Microsoft Office Applications, Google G Suite apps and services, various desktop computer operating systems in an enterprise environment, and VoIP and traditional telephone technologies. Ability to install or upgrade desktop computer hardware, install and maintain network printers of various brands, troubleshoot computer hardware, software or printer problems with little to no supervision. Ability to listen, understand and address user complaints and issues over the phone with or without the use of remote access software. Ability to establish and maintain effective working relationships with other staff and other County departments.

**MINIMUM QUALIFICATIONS:** Graduation from a two year college with a major in information processing, data processing, computer operations, or related field and considerable experience as a computer operator, data processing specialist, or computer coordinator; or an equivalent combination of education and experience.

**RECRUITMENT PERIOD:** **June 13, 2018 thru 4:30pm June 27, 2018**

**APPLICATION PROCESS:** Stanly County employees who are interested in applying for this position may submit an updated resume and application to the Human Resources Office. All other applicants must apply at NC Works Career Center, 944 North 1<sup>st</sup> Street Albemarle, NC (704)982-2183.

Stanly County is an Equal Opportunity Employer

P| 704.986.3605

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[www.stanlycountync.gov](http://www.stanlycountync.gov)

Human Resources

1000 N. First Street, Suite 10A, Albemarle, NC 28001