

JOB OPENING

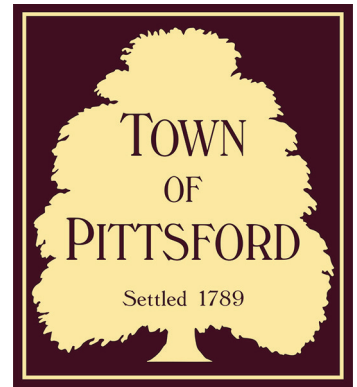
Information Services

Position: **Technical Specialist-Hardware**

(Full-Time)

Posted: April 02, 2018

Deadline: May 02, 2018



The Town of Pittsford has an opening for the position listed above.

This is a technical position responsible for the installation, maintenance, operation, troubleshooting and repair of the Town's technology equipment such as PC's, laptops, printers, peripherals, etc.

This position has regular contact with external service contractors for technical support and must travel to various departments to service computer equipment. They will also manage equipment installation, replacement, repair, and upgrades and provide help desk support to users.

The incumbent must have: good organizational, interpersonal and prioritization skills; the ability to multi-task; good problem solving/troubleshooting skills; good operating knowledge of PC hardware, software applications and networking systems; the ability to diagnose hardware and software problems and to install microcomputer software; the ability to establish and maintain effective working relationships; the ability to communicate effectively both orally and in writing; physical condition commensurate with the demands of the position.

This position requires a B.S. in Information Technology (or related field) plus 1 year of work experience; or an A.S. in Information Technology (or related field) plus 3 years of work experience; or 5 years work experience; or any equivalent combination.

This is a full-time, 35-hour/week civil service position with hours typically M-F 9am to 5pm. Entry level rate for this position is \$35,000, commensurate with experience.

Responding to the Town of Pittsford residents for information and concerns is an important aspect of this job. The candidate must have the ability to communicate effectively with the general public and act as a representative for the Town of Pittsford.

Background checks are required for all employment in the Town of Pittsford. All offers will be subject to successful completion of an acceptable background check.

Interested candidates should send an application, cover letter & resume by mail, email or fax to:

Town of Pittsford
11 South Main Street
Pittsford, NY 14534
Attn: Personnel Department

Email to: cfleming@townofpittsford.org
Fax to: (585) 248-6247
For an employment application, click [HERE](#)