

JOB OPENING

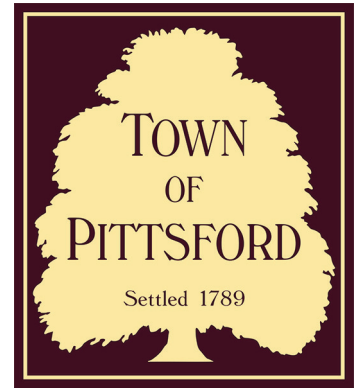
Information Services

Position: **Computer Support Technician**

(Full-Time)

Posted: October 26, 2021

Deadline: November 30, 2021



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 computer 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 A.S. in an Information Technology related field plus 2 years of I.T. work experience; or a B.S. in an Information Technology related field plus 6 months of I.T. 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. The pay range for this position is \$23.79 - \$29.97 per hour, 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.

Employees need not be residents of the Town of Pittsford, but shall be required to maintain their primary residence within the County of Monroe or the adjoining counties of Wayne, Ontario, Livingston, Genesee and Orleans within the State of New York. Monroe County Civil Service residency requirements overrule the Town of Pittsford residency for provisional and competitive positions.

The Town of Pittsford provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type with regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

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](#)