



Steven M. Neuhaus
County Executive

IMMEDIATE OPPORTUNITY

INFORMATION TECHNOLOGY SERVICES DESKTOP TECHNICIAN- GRADE 12

Applications are being accepted for a Desktop Technician position. This position is allocated to the competitive class. The nature of the appointment is temporary substitute. Once the permanent holder attains status in another position, this position will become provisional pending outcome of Civil Service exam. Examination will be announced at a later date. This is a technical position that is responsible for assisting with the configuration, installation, monitoring and maintenance of Desktop system hardware, software and peripheral equipment, including mobile devices. Work is carried out in accordance with department policies and procedures and involves troubleshooting desktop hardware and software problems. Other duties include assisting in benchmark testing, maintaining system documentation, and providing administrative support as needed. Work is performed under general supervision with leeway for independent judgement. Incumbent is required to work flexible hours, evenings and/or weekends as needed. Does related work as required.

MINIMUM QUALIFICATIONS: Either:

- (A) Possession of an Associate's Degree, or higher, in Computer Science, Computer Information Systems or related field and eighteen (18) months of paid experience in the installation and support of computer hardware and software in a networked environment, which shall have included the installation and support of one or more Microsoft Suite applications/services; OR
- (B) Graduation from high school or possession of a high school equivalency diploma and three (3) years of paid experience as outlined in (A) above; OR
- (C) One (1) year as a Desktop Technician Trainee.

Notes:

- Possession of A+ Certification may be substituted for one (1) year of required experience.
- Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

SPECIAL REQUIREMENTS:

- Must possess and maintain a valid driver's license.
- Ability to lift and carry fifty (50) pounds.

STARTING SALARY:

Orange County employees as per contract for grade 12
New employees: \$31.3486/hour; \$65,205.09 annually

FINAL CANDIDATES MUST SUBMIT TO A FINGERPRINT CHECK AND CRIMINAL HISTORY AND BACKGROUND INVESTIGATION.

Email Application, Resume and Three (3) References to:
Orange County Department of Information Technology Services
Glenn Marchi, CIO
ITJobs@orangecountygov.com

Open announcement until position is filled

Please visit [Orange County Employment Application](#) to download application.
Equal Opportunity Employer

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