



## **Employment Opportunity Information Systems Support Technician**

Westmoreland County, Virginia is seeking a qualified individual for the full-time position of Information Systems Support Technician. The successful applicant must have the ability to gain thorough knowledge of Westmoreland County Government policies and procedures; ability to effectively communicate with other staff and members of the public to provide technical solutions for reported problems; must be proficient in IT hardware and software management in assigned systems; ability to exercise proper judgement when prioritizing and assigning work orders; ability to follow through and complete requests for service; and the ability to keep accurate records. The Information Systems Support Technician must also have strong communication and organization skills and have effective time management skills. Requires an associate's degree; two or more years of related experience; or equivalent technical training and/or certification in IT hardware/software. Must pass extensive background investigation with favorable results. Position may require travel to attend training and conferences. For a complete job description, contact the County Administrator's Office at 804-493-0130 or visit our website: [www.westmoreland-county.org](http://www.westmoreland-county.org).

Please submit a cover letter, resume and professional references to: Bill Cease, Director of Information Technology, P. O. Box 1000, Montross, VA 22520 no later than 4:30 p.m., on Friday, October 20, 2017. Starting salary is commensurate with qualifications and experience (Minimum \$28,053; Mid-Point \$36,496; Maximum \$46,230). Westmoreland County is an EEO Employer.