



PRINCE GEORGE COUNTY, VIRGINIA
invites applications for the position of:

Information Systems Technician

SALARY: \$46,982.00 - \$75,171.00 Annually

OPENING DATE: 06/07/21

CLOSING DATE: Continuous

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

Prince George County is currently seeking qualified candidates for the position of Information Systems Technician. This position will be responsible for assisting in analyzing needs; recommending system purchase and configuration; setting up, managing, and troubleshooting servers and computers and operating systems, network directory services such as Active Directory; implementing backups of servers; assisting with support of voice/data network problems; supporting anti-virus systems; managing networking/data communications equipment; troubleshooting, repairing and maintaining computer hardware, software and networking equipment; installing and upgrading information systems; preparing and maintaining files and records.

QUALIFICATION REQUIREMENTS:

Successful candidate must possess thorough knowledge of the operation, uses and capabilities of network concepts, protocols and equipment, main and peripheral equipment, personal computers and portable electronic data processing equipment; thorough knowledge of hardware or software procedures and techniques; thorough knowledge of computer operations systems; thorough knowledge of desktop applications software; some knowledge of general office practices and equipment; ability to understand and carry out written and oral instructions; ability to analyze software programs and program adjustments; ability to make repairs to computers and peripheral equipment; ability to establish and maintain effective working relationships with associates.

Must possess any combination of education and experience equivalent to graduation from an accredited college or university with major course work in computer science, information systems or related field with course work in computer hardware/software operations; some experience in the operation, maintenance and repair of servers, personal computers and peripherals, desktop application software, networking equipment, and the application of software processes.

SPECIAL REQUIREMENTS:

Pre-employment drug testing and criminal background check, to include fingerprinting, required. Possession of an appropriate driver's license valid in the Commonwealth of Virginia.

ADDITIONAL INFORMATION:

To apply online visit our website at www.princegeorgecountyva.gov. To be considered for this position, applicants must fill out a County application which can be completed online. For additional information, please call (804)722-8669. EOE.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.princegeorgecountyva.gov/>

Position #IST062021
INFORMATION SYSTEMS TECHNICIAN
WJ

Prince George County
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Prince George, VA 23875
804.722.8669

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