

COUNTY OF MATHEWS
NOTICE OF EMPLOYMENT OPPORTUNITY
IT Support Specialist

The County of Mathews, Virginia, is seeking applications from qualified persons for an IT Support Specialist. This position works under the supervision of the Director, Information Technology or County Administrator. This position functions as primary support for the Sheriff's Office to perform responsible technical and administrative work in assisting with using computers, information technology, data resources and systems. The position assists in desktop support, server administration and email administration. The position serves as the primary help desk contact to fix problems and install systems as needed. The IT Support Specialist is responsible for maintaining and improving upon the efficiency and effectiveness of all areas under his/her control.

The complete job description can be found in the related documents along with the online application at <https://va-mathewscounty.civicplus.com/Jobs.aspx>. You may obtain an application from the County Administration office located at 50 Brickbat Rd., Mathews, VA 23109, or you can apply online. You may also email your resume and completed application to jgreen@mathewscountyva.gov

This is a full-time position to include full county benefits and VRS retirement. Interested applicants *shall submit a resume*, and the County employment application form. The position will remain open until filled by a qualified individual. Mathews County is an Equal Opportunity Employer.