

# Jefferson County

# MICRO-COMPUTER TECHNICIAN



Jefferson County Department of Information Technology is seeking a Micro-Computer Technician to coordinate a variety of activities related to Computer and phone maintenance, setting up new computers, maintaining/installing hardware and software; instruct users in basic operation of computer hardware and software; respond to technical questions and problems referred by users and make site visits, connect remotely, or give instructions via telephone as necessary; provide technical support to a variety of personnel on PC and phone operations.

**Salary Range:** \$24.13 - \$29.95 per hour (2024 Rate)

**Excellent fringe benefits include:**

- NYS Retirement
- Deferred Compensation
- Comprehensive Health Plan, Including Vision
- Candidates may be eligible for the Public Service Loan Forgiveness Program
- Dental Insurance
- Flex Spending Account
- Sick Leave
- Paid Vacation

**MINIMUM QUALIFICATIONS:** Either:

(A) Graduation from a regionally accredited or New York State registered college or university with an associate's degree in computer science, data processing, or closely-related field and one year of experience in work involving installing computers and adapting computer software for users; OR

(B) Completion of one year of study at a regionally accredited or New York State registered college or university including at least 15 semester credit hours in data processing or computer science courses and two years of experience in work involving installing computers and adapting computer software for users; OR

(C) An equivalent combination of training and experience as defined by the limits of (A) and (B) above.

**NOTE:** Data entry, word processing, and other daily operation of computer or computer to produce standard copy will not be counted as qualifying experience for this position.

\*Jefferson County is an Equal Opportunity Employer\*

Civil Service Exam Required for Permanent Appointment.

Applications will be accepted until the position is filled.

Apply online on our Employment Portal: <https://jefferson-portal.mycivilservice.com/>

Or send a paper application and resume to:

Jefferson County Dept. of Human Resources, 175 Arsenal St. Watertown, NY 13601.



[jefferson-portal.mycivilservice.com](https://jefferson-portal.mycivilservice.com)

