



Montgomery County Common Pleas Court
Juvenile Division
380 West Second Street
Dayton, Ohio 45422-4240
Fax (937) 496-6857

NOTICE OF VACANCY: COMPUTER SUPPORT SPECIALIST (FT)

Notice Issued	<u>May 6, 2022</u>
Posting Period	<u>May 6, 2022 – May 20, 2022</u>
Department	<u>Administration/Operations</u>
Position Location	<u>380 W. Second Street, Dayton, OH 45422</u>
Salary:	<u>\$20.89/HR (\$43,451/YR)</u>

DISTINGUISHING JOB CHARACTERISTICS

Serves as a Juvenile Court IT Team member providing support on service desk tier I, II and III tickets for desktop, mobile devices, general software, general hardware, network, audio/visual systems, VMWare, Windows, MS Office/365, and peripherals installing, troubleshooting, upgrading, resolving technical challenges, and providing solutions to complex issues (e.g., tracking, reporting and resolving operational and project support in a timely manner through the ITSM). Will serve as a subject matter expert on assigned areas. Other duties as assigned by department. The IT departments supports over 500 users at four separate locations through Montgomery County.

“In this position, you are an At-Will Employee serving at the pleasure of the Administrative Judge.”

QUALIFICATIONS

Bachelor’s Degree in Information Technology with two (2) years of progressive IT experience or a related Technical/Associate’s Degree with four (4) years of progressive IT experience – OR – education, training and/or experience in an amount equal to the minimum qualifications stated above. Must have valid Ohio Driver’s License with acceptable driving record and show proof of insurance.

Ability to document identity and employment eligibility within three (3) days of original appointment as a condition of employment in compliance with Immigration Reform and Control Act requirements.

Applications will be accepted until 4:00 p.m. on the last day of the posting date.

Interested candidates may apply online at <http://www.mcjcoho.org/job-openings/>

Human Resources, Montgomery County Juvenile Court, 380 W. Second Street Dayton, OH 45422.

AN EQUAL OPPORTUNITY EMPLOYER