



Seeking applications for the position of:
Information Technology Help Desk Technician

Open Date: November 14, 2024

Closing Date: December 2, 2024 at 5:00pm

Wage: \$4,116.67 per month plus a generous benefit package including: Persi retirement, medical, dental, and vision, and paid vacation and sick leave

QUALIFICATIONS:

- Graduation from high school or possession of a GED
- Supplemented by four years of vocational education or college training in computer science or related field
- One year of related IT support work
- CCNA, ACTIVE DIRECTORY Network training preferred
- Ability to pass a background check and fingerprinting.

General Statement of Duties: This position will assist in managing and implementing IT programs and operations for the City including: Windows Server, Windows Hyper-V, networking devices, backups, workstation fleet management, end user support, and other peripheral devices. This position will also work closely with the Fiber Optic department to cross train on the installation of fiber optics and program development.

Required Knowledge, Skills & Abilities:

Knowledge of:

- Working knowledge of local area networks
- Server management including: Windows Server and Active Directory
- Skilled in every aspect of computing and an excellent understanding of Windows Servers;
- Office 365 administration

Ability to:

- Meet deadlines, problem solve, work independently, and handle interruptions;
- Maintain effective working relationships;
- Ability to fusion splice fiber optics or willingness to learn how
- Perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines.

Other Requirements:

All candidates are required to pass the following to be considered for the above position:

- Ability to pass pre-employment drug screening and background check/fingerprinting due to access to police records. This includes no misdemeanor or felony convictions.
- Must live in Elmore County
- Possession of a driver's license issued by the State of Idaho

Please send letters of interest explaining why you believe you are the most qualified candidate for the position along with a completed application and resume to the Human Resource Department at PO Box 10, Mountain Home, ID 83647 or email to HR@mountain-home.us. Applications and a full job description are available on the City website at www.mountain-home.us or can be picked up at City Hall. No phone inquiries please.