



JOB NOTICE

POSITION: Systems Support Specialist

LOCATION: East Pasco Government Center
14236 6th St. Suite 101
Dade City, FL 33523

RESPOND TO: Norman Daerda Jr. – Human Resources – Please send resume and application by fax to 727-815-7139 or scan/email to ndaerda@pascopa.com

CLOSING DATE: Open until filled

SALARY: \$40,000 - \$50,000

GENERAL DESCRIPTION:

Primary Responsibilities

- Install, maintain, and provide support for desktop computers
- Manage, patch, and support company server infrastructure and operating systems
- Monitor and maintain all backup infrastructure including servers and disk arrays
- Coordinate and work with outside vendors to resolve problems and issues with hardware and software

Position will require working outside of normal office hours to ensure minimal downtime during maintenance windows

EDUCATION REQUIREMENT:

- Bachelor's Degree in Computer Science or related field or
- 5 years' experience directly related to primary responsibilities or
- MCSE certification or equivalent

SKILLS AND KNOWLEDGE:

- Advanced troubleshooting and diagnostic skills
- Thorough understanding of Windows 7, 8.1, and 10 Operating Systems
- Experience with setup and maintenance of Windows Server 2012 R2 and Active Directory
- Virtualization technologies; preferably VMWare
- Ability to work independently and within a team structure
- Manage and escalate issues as necessary
- Documentation, ability to produce the following type of documents:
 - System Requirements
 - Data and Architectural Flow
 - Technical Specification
 - Test Plans

PREFERRED QUALIFICATION:

- Basic understanding of object oriented programming (VB.NET, Python, C#)
- Knowledge of Networking and Firewall configuration
- Experience with Office 365
- Basic knowledge of RDBMS and SQL queries, preferably Microsoft SQL

PREFERENCE IN APPOINTMENT WILL BE GIVEN TO HONORABLY DISCHARGED
VETERANS AND ELIGIBLE SPOUSES.