



Information Technology (IT) Support Specialist

- Department:** Administration
- Type:** Full time (35 hours/week), hourly, non- exempt
- Date Posted:** Monday October 11, 2021
- Rate:** \$16.98 - \$29.31/hour
- Application Deadline:** Monday, October 18, 2021
- Probationary Period:** 180 days
- Job Duties:** Assists with performing a variety of technical, maintenance, and operational support duties necessary to maintain the computer network. Assist with installation, maintenance, troubleshooting, repair of computers, and printers. Gather data pertaining to employees' needs, and use the information to identify, interpret, and evaluate system and network requirements. All health district team members have an emergency response role and may be expected to respond to threats to the public's health in accordance with the Greene County Public Health Emergency Response Plan.
- Minimum Qualifications:** High school diploma or equivalent with any of the industry certifications as follows: Microsoft (MCSA Windows Server, MCSE: Core Infrastructure, MCAA: Azure Administrator Associate), CompTIA Network +, CompTIA A+, and CompTIA Security+ or equivalents required. Bachelor's degree preferred, Field of Study: Computer science, and one (1) to two (2) years' technical support experience.
- Computer Skills:** Microsoft Windows Server Technologies (Exchange, Termina Server, Active Directory. Microsoft Cloud Platform (SharePoint, Intune, Office 365 Suite). Virtualization troubleshooting and support including SAN experience; Hyper-V preferred.
- Certifications & Licenses:** MCSA Windows Server, MCSE: Core Infrastructure, MCAA: Azure Administrator Associate), CompTIA Network +, CompTIA A+, and CompTIA Security+ or equivalents. Valid driver's license.



Public Health
Prevent. Promote. Protect.
Greene County

Greene County Public Health

Melissa Howell, MS, MBA, MPH, RN, RS, Health Commissioner
Kevin L. Sharrett, MD, Medical Director

Work Schedule: Monday through Friday 8:00 a.m. – 4:00 p.m., with one-hour unpaid lunch. Work hours, days and times will vary based on work requirements.

Benefits: Greene County Public Health offers vacation, holidays, personal leave, sick leave, tuition reimbursement, EyeMed vision, United HealthCare dental, life and medical, Ohio Public Employees Retirement System (OPERS), County Commissioners Association of Ohio Deferred Compensation and Ohio Deferred Compensation.

Contact Information:

For general questions regarding the position, please contact:

Human Resources

jalfaro@gcph.info

(937) 374-5620

To be considered for this position, please submit application, or resume and cover letter by 4 p.m., Monday, October 18, 2021, to:

- Health Commissioner
- Greene County Public Health
- 360 Wilson Drive
- Xenia, Ohio 45385
- jalfaro@gcph.info
- (937) 374-5699 fax

Additional Information:

Applicants will be selected for interviews based on qualifications and the quality of resumes and cover letters. Successful applicants must complete a criminal background check.

360 Wilson Drive • Xenia, Ohio 45385
(937) 374-5600 • toll free (866) 858-3588 • Fax (937) 374-5675
www.gcph.info