

NOTICE OF JOB OPENING

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Posting Begins	December 22, 2016	Posting Ends	January 4, 2017
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Position Title	INFORMATION SYSTEMS COORDINATOR (Public Safety Systems Administrator)
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Department	Sheriff	Division	Administration
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	New Position	X	Full-time	40+	Hrs./Week
X	Replacement		Part-time A		Hrs./Week
	Seasonal Temporary		Part-time B		Hrs./Week

Location of Position	710 N 7 th St, KC KS 66101
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BRIEF JOB DESCRIPTION: Installs, administers and supports all public safety software and hardware systems including but not limited to: Bodycams, Jail and Records Management software, Inmate Phone Systems, Jail cameras and audio visual equipment. Manages and monitors network connectivity including switches and routers. Supports all Desktop and mobile devices including builds, imaging, software installation, upgrades, patching and troubleshooting and repair. Coordinates technology projects and implementations with Unified Government Department of Technology. Responsible for all aspects of the end user support lifecycle including identification, logging, investigation, diagnosis, resolution and recovery, and incident closure. Facilitates reconciliation of end user issues/concerns, works with a team of technicians to provide Incident and Problem management resolutions, statuses, root cause analysis, drives compliance with policies, processes, procedures and standards. Cisco Call Manager user, phone, and phone agent setup, configuration and modification, Cisco and HP Switch configuration and change management, Network routing, Cable management and routing, Network interface configuration [FCoE, 10Gbe, iSCSI]

MINIMUM QUALIFICATIONS: Bachelor's Degree in an IT related field and three years of programming, system analysis or related work experience or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job. Possess current CompTIA A+ certification, CCNA or Microsoft Certification MCTS or the ability to obtain within 6 months from date of hire; valid driver's license required. Must be available 24/7 for on-call.

**SUCCESSFUL APPLICANT IS REQUIRED TO TAKE
PRE-EMPLOYMENT PHYSICAL AND DRUG SCREEN**

Salary Range	\$4,432.14-\$5,813.60/mo.	PI #	6611	Class. Code	1251
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It is the policy of the Unified Government not to discriminate against any employee or applicant for employment because of race, color, national origin or ancestry, religion or creed, sex, age or disability. All applicants for this position who do not presently hold a safety sensitive position with the Unified Government will be required to submit to a drug test after successful bid and before actual appointment.

MUST BE A RESIDENT OF WYANDOTTE COUNTY OR WILLING TO RELOCATE.

**PUBLIC LAW REQUIRES ALL NEW APPOINTEES TO SUBMIT PROOF OF IDENTITY AND
EMPLOYMENT ELIGIBILITY
EOE**