

St. Francois County Information Technology office is seeking a full-time IT Technician.

Duties include but not limited to:

- Installing and configuring hardware and software components to ensure usability.
- Troubleshooting hardware and software issues.
- Repairing or replacing damaged hardware.
- Upgrading the entire system to enable compatible software on all computers.
- Installing and upgrading anti-virus software to ensure security at the user level.
- Performing tests and evaluations on new software and hardware.
- Providing support to users and being the first point of contact for error reporting.
- Establishing good relationships with all departments and colleagues.
- Conducting daily backup operations.
- Managing technical documentation.
- Missouri Uniform Law Enforcement (MULES) training is required.
- Limited on-call availability is required.

Successful candidates will have the following qualifications:

- High school degree or equivalent; computer or other related IT experience.
- Experience working with computer networking, servers, computer related hardware; preferred.
- Punctual and reliable attendance demonstrated at recent employer.
- Professional attitude and demeanor.
- Goal-oriented, ability to multitask, organized team player.
- Ability to physically stand, bend, squat and lift equipment.

You may email resumes to cschrum@sfcgov.org. All employment offers are contingent upon successful completion of both a pre-employment criminal background investigation.