

The County of Zavala is seeking a qualified individual to fill the position of Information Technologist.

Requirements: Oversee acquisition, implementation and operation of all county information technology hardware systems and maintenance.

Duties include assisting the different software vendors in all information technology which includes servicing, purchasing and instructing.

Education: Any combination of education, experience, and training which provides knowledge, skills, and abilities required to perform the essential job duties.

Employer offers:

- Excellent Benefits
- Professional environment

Essential job duties:

(All duties listed below are in assistance to systems in the county) Oversee acquisition, implementation and operation of all county information technology equipment and software that include: computer hardware, computer software, telephone systems, postage systems, etc. Educate County employees in the operation of hardware and software as needed. Maintain current knowledge of hardware and software availability, technology, and other issues as may be needed. Assess need for plan and execute county hardware for software acquisitions as may be directed. Perform various data processing projects as assigned, including but not limited to preparing county wide backups and needs assessment, acquisition and implementation of computer upgrades for all county offices. Maintain and coordinate warranties on current county equipment and oversee disposition of used county equipment. Perform such duties as may be assigned.

Applicants may apply at the County Treasurers office located at 200 E. Uvalde St, suite 10. Applications will be accepted until position is filled.