



## NIAGARA COUNTY JOB POSTING

DATE POSTED: 2/3/2025 DEADLINE: 2/16/2025

POSITION TITLE/ #: Computer Technician II / #9955

POSITION CLASS: Competitive - No eligible list

PAY RATE: \$30.49 - \$35.40 WEEKLY HOURS: 35

DEPARTMENT/DIVISION: Information Technology

WORK LOCATION: 59 Park Avenue, Lockport, NY 14094

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### **POSTINGS FOR CURRENT EMPLOYEES:**

If this is a competitive class position, in order to apply for transfer, you must have permanent competitive status, have completed your probationary period, and be in the same or comparable title (as determined by Civil Service) as this position. Current eligible lists will also be used to fill positions. For questions about title comparability, please contact Civil Service at 716-438-4071 or [civilservice@niagaracounty.com](mailto:civilservice@niagaracounty.com).

STATUS FOR CURRENT EMPLOYEES: Provisional

Submit letter of interest and resume to:

NAME: Niagara County Information Technology

ADDRESS: 59 Park Avenue, Lockport, NY 14094

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### **POSTINGS OPEN TO THE PUBLIC:**

STATUS FOR PUBLIC CANDIDATES: Provisional

DESCRIPTION: For a complete job description and minimum requirements please visit:

[https://niagaracounty.com/Employment/Job\\_Specs\\_for\\_Civil\\_Service\\_Positions.php](https://niagaracounty.com/Employment/Job_Specs_for_Civil_Service_Positions.php)

The work involves all phases of lifecycle management of computing devices such as replacement assessment, installation, maintenance, decommission, and control of a site's computing equipment and peripherals. Computer site development, personnel training, operation, and continuous improvement is an integral part of the work. The incumbent will provide helpdesk support duties, user support, data communications, telecommunications, business/systems analysis, computer repair and operation, and assists in the administration of LAN/WAN. The work requires an awareness and appropriate use of cyber hygiene principles and practices in maintaining the health of information technology systems and protecting data. Work is performed under the supervision of the Assistant Network Administrator and/or assigned superior. This position will directly supervise Computer Technician I personnel in the department. Does related work as required.

MINIMUM QUALIFICATIONS:

**SUGGESTED PROMOTIONAL QUALIFICATIONS:**

**Three (3) years of permanent competitive status as a Computer Technician I in addition to meeting the open-competitive qualifications.**

**OPEN COMPETITIVE QUALIFICATIONS:**

**Graduation from high school or possession of an equivalency diploma and one of the following:**

- 1. Graduation with a Bachelor's Degree in computer science, information resource management, computer technology or related field; and one (1) year of full-time paid experience in the operation and maintenance of computer equipment, which shall have involved local area network administration and the installation, maintenance and use of operating systems, spreadsheets, word processing, and utility software; or**
- 2. Graduation with an Associate's Degree in computer science, information resources management, computer technology or related field and three (3) years of full-time paid experience in the operation and maintenance of computer equipment, which shall have involved local area network administration and the installation, maintenance and use of operating systems, spreadsheets, word processing, and utility software; or**
- 3. Graduation from high school or possession of an equivalency diploma and five (5) years of full-time paid experience in the operation and maintenance of computer equipment, which shall have involved local area network administration and the installation, maintenance and use of operating systems, spreadsheets, word processing, and utility software**

**NOTE: Degrees must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education.**

**SPECIAL REQUIREMENT: Candidates for appointment will be required to undergo a state and national criminal history background investigation, which will include a fingerprint check to determine suitability for appointment. Candidates must possess a valid New York State Driver's license and it must be maintained throughout one's employment. Certain assignments made to employees in this class will require reasonable access to transportation to meet field work requirements made in the ordinary course of business in a timely and efficient manner. Failure to meet the standards for the background investigation may result in disqualification.**

Apply electronically at: <https://niagara-portal.mycivilservice.com/> or submit paper applications to: Niagara County Human Resources, 111 Main Street – Suite G2, Lockport, NY 14094

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Applications, Job Specifications, Job Postings & Exam Announcements can be found here:  
<https://niagara-portal.mycivilservice.com/>

Niagara County policy prohibits discrimination in employment, program activities, contracting, and procurement against any person due to such person's age, marital status, disability, genetic predisposition or carrier status, race, color, creed, sexual orientation, veterans status, national origin, or any other characteristic protected by federal or state law.

Niagara County is an Equal Opportunity Employer  
Form Revised 4/4/2023