Computer Support Specialist III

DEPARTMENT: Highlands College
Closing Date: Review will begin November 15th & continue until position if filled
Employment Detail: Permanent, Full-Time
Hiring Zone: $19.659/Hour

Highly qualified individual may be eligible for higher rate of pay within policy and budgetary restrictions
Union Affiliation: MPEA

PRIMARY DUTIES

Duties include providing computer hardware and software support to the entire Highlands College computer infrastructure, including 860 Highlands students, 35-40 faculty (both full and part time), and 6 staff; installing, and supporting all software used by the various departments of Highlands College, including software licensing, installation, troubleshooting, end-user training and coordinating technical support; maintaining, and update all campus computers and maintain a high availability of all campus computers in the 10 student computer labs, as well as all faculty and staff computers; providing the knowledge and have the ability to deal with viruses which inevitably infect all computers; providing the support needed to install, maintain and troubleshoot all virus protection software; keeping all campus printers and scanners in working order; creating a user-friendly computer environment for all students, faculty and staff; installing, setting-up, supporting and maintaining 10 critical campus servers and various non-critical servers for the various departmental needs and uses.

REQUIRED QUALIFICATIONS

- A Bachelor’s degree in Network Technology or related fields;
- At least 3 years of computer support experience.
- Software knowledge in one of more of the following, Windows 7, Windows 8, Windows 10, Windows Server 2008, Windows Server 2012, VMware ESX, and Linux Operation systems;
- Knowledge and understanding of Microsoft Applications as well as one or more of the following Adobe, Autodesk, VMware and Linux applications;
- Ability to install, maintain, and troubleshoot hardware and software systems used on networks, servers, and workstations.
- Ability to repair computers, and multimedia equipment

PREFERRED QUALIFICATIONS

- Bachelor’s degree (or higher) in Network Technology or related fields and 5 years college/university computer network experience
- A+ Hardware and Software certification.
- Experience with Storage Area Networks and Hyper-V
- Understanding of both wired and wireless systems and related technologies,
- Knowledge of computer peripherals (printers, scanners, projectors, PDAs, cameras)
- Knowledge of audio/visual equipment and configuration

To apply, please submit the following items:

- Cover letter which explicitly and in detail addresses the above-mentioned required and preferred qualifications
- Detailed resume which specifically and in detail highlights experience with respect to the above-mentioned required and preferred qualifications
- Name and contact information for 3 professional references
- Authorization for Criminal Background Investigation

The items listed above should be sent to:
Montana Tech Personnel Office
1300 West Park Street
Butte, MT 59701
Phone: 406-496-4380 Fax: 406-496-4387 e-mail: cisakson@mtech.edu

Any offer of employment is contingent upon a satisfactory criminal background check. An authorization for a criminal background check form must be submitted with application material
www.mtech.edu/employment

Equal Employment Opportunity/Affirmative Action Employer