



# Department of Human Resources & Civil Service

## Job Announcement Please Post Conspicuously

Adam Bello  
County Executive

Andrea Guzzetta  
Director

**TITLE:**                   **SYSTEMS SUPPORT TECHNICIAN III**  
(Provisional\* Appointment)

**SALARY:**               \$35,841 - \$45,454 annually

**LOCATION:**             Monroe County Department of Information Services

**JOB SUMMARY:**

This is an entry level technical information services position responsible for providing help desk support either in the office or field, and/or the installation, configuration and maintenance of microcomputer systems. This position differs from the higher level position in this series in that responsibilities do not involve acting in a lead capacity. The employee reports directly to and works under general supervision from a senior level staff member. Does related work as required.

**MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of an equivalency diploma, plus EITHER:

- (A) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in an information technology related field; OR
- (B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree plus one (1) year of full time or its part time equivalent experience in the operation, installation, customization, or troubleshooting of microcomputer equipment; OR,
- (C) Three (3) years of full time paid or its part time equivalent experience as defined in (B) above; OR,
- (D) Any equivalent combination of education and experience as defined by the limits of (A), (B) and (C) above.

**NOTE:** Operation of a computer shall not include experience in the operation of word processing equipment, or a personal computer, microcomputer or any other self-contained unit.

**SPECIAL REQUIREMENTS:**

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

**RESIDENCY REQUIREMENT:**

Applicant must be a resident of Monroe County at the time of appointment and for at least four (4) months at the time of examination.

**APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:**

MONROE COUNTY DEPARTMENT OF HUMAN RESOURCES  
39 WEST MAIN STREET - ROOM 210  
ROCHESTER, NEW YORK 14614

**Posting Date:** January 16, 2020

**Posting Deadline:** Until filled

\*The term provisional means that you will be required to take the next Civil Service examination for this title, and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.