



Golder Ranch Fire District

JOB ANNOUNCEMENT

IT Specialist

Pay Grade 36 – (Non-Exempt)

Starting Wage: \$46,349/estimated annual salary

(Paid at the rate of \$22.28/hour)

Plus Excellent Benefits Package

Primary Function:

This position is responsible for IT support for the Fire District including assessing software and technical products and effectively analyzing and making recommendations for appropriate uses of technology; supporting existing systems and applications; and developing and publishing web content. An individual in this position supports, installs, troubleshoots, and maintains local area network clients and local area network server operating systems, and provides assistance in resolving problems for end users.

Minimum Qualifications:

- High school diploma or GED equivalent.
- Must possess and maintain a valid Driver's License with good driving record.
- Three (3) years full-time work experience with responsibility in technical software and hardware, PC support OR any equivalent combination of experience, training, education and/or certification approved by the Fire District.
- Basic understanding of PC hardware and software.
- Understanding of wireless networking, wireless network components and devices to include cellular based mobile devices and tablets.

Preferred Qualifications:

- Experience with Microsoft Enterprise Domain Structure.
- Experience with Cisco routers and VoIP.
- CompTIA A+ certification.
- CompTIA Network+ certification.
- Associates Degree in Computer Science or related IT field from an accredited college or university recognized by the US Department of Education.
- PC imaging.
- Experience with Linux.

Complete job description is available online at www.grfdaz.gov

How to Apply:

Complete the 2-step application process through the ADP website [here](#) or access the job announcement through the Golder Ranch Fire District website.

- 1) Complete all ADP application questions.
- 2) Attach your cover letter and résumé (*detailing your work history and qualifications by month and year*).

NOTE: Both steps must be completed in order to be considered for this position.

If you encounter any issues when completing the application process through the ADP website, please contact the GRFD HR Department at (520) 825-9001.

**This recruitment is designated as "Open Until Filled"
First screening of applications Friday, November 2, 2018**

**Golder Ranch Fire District
Attn: Human Resources
3885 E. Golder Ranch Drive
Tucson, Arizona 85739
Ph: (520) 825-9001**

Selection process may consist of:

Application and resume screening, skills assessment, and interview(s). The pre-employment process for the successful candidate may include but is not limited to physical and drug screen, reference and background checks.

Each applicant will be contacted by phone, mail or e-mail regarding his/her status in the application/selection process as it is determined by the organization.

Benefits for this position include:

Medical, Dental & Life Insurances. Employee Assistance Program (EAP), Paid Sick and Vacation Leave, 11 Paid Holidays, Arizona State Retirement System (ASRS), and the opportunity to participate in self-funded 457 Plan programs and a variety of supplemental insurance plans.

***Golder Ranch Fire District is a Tobacco Free Workplace
and an Equal Opportunity Employer***