

City of New York
 Department of Health and Mental Hygiene
 125 Worth Street, Room 930
 New York, NY 10013

JVN: #81607109651FSM

CITYWIDE JOB VACANCY NOTICE

Civil Service Title:	Computer Service Technician	Level:	I
Title Code No.:	13615	Salary:	\$15.98 – \$20.69 Per Hour
Office Title:	Technician	Work Location:	125 Worth Street New York, NY
Division/Work Unit:	Division of Financial & Strategic Management/Bureau of Informatics & Information Technology (Network Technology Services)	No. of Positions:	2
Hours/Shift:	Per Diem (35 Hours/Week)	Position(s) #	510663;511032

JOB DESCRIPTION:

Perform complex service functions in maintaining, troubleshooting, repairing or replacing computer components including PCs, printers, laptops, etc.

Perform preventive maintenance on computer system, differentiate between hardware and software problems and make recommendations for appropriate software corrections.

PREFERRED SKILLS:

1. Experience in PC hardware and PC based software installation, network environment, Cat5 cabling, Cisco switches/Router basic knowledge and troubleshoot skills.
2. High level interpersonal and organizational skills; end-user support and training; travel various DOHMH sites within NYC 5 Boroughs, and be able to work independently.
3. Knowledge of the following PC-Based client platforms in both a NetWare and Microsoft Windows server environment: Microsoft Windows 2000, and XP, GroupWise or Outlook email client software and support, and MS Office Professional Suite.

QUALIFICATION REQUIREMENTS:

1. A four-year High School diploma or its educational equivalent and one year of satisfactory, full-time experience in computer maintenance and repair; or
2. A four-year High School diploma or its educational equivalent and graduation from a certified technical training program in computer maintenance and repair; or
3. Education and/or experience equivalent to "1" or "2" above. Experience of the type described in "1" above may be substituted for high school on the basis of one year of experience for each year of high school. However, all candidates must have either one year of the type of experience described in "1" above, or graduation from a certified technical training program as described in "2" above.

LICENSE REQUIREMENT:

A Motor Vehicle Driver License valid in the State of New York. Employees must maintain the license for the duration of their employment

TO APPLY, PLEASE SUBMIT RESUME ONLINE:

www.nyc.gov/health/careers

JVN search: 109651

If you do not have access to submit online, mail resume to NYC Department of Health and Mental Hygiene, 125 Worth Street, Room 930, Box #39, New York, NY 10013; indicating the JVN #. Please submit your resume once using only one of these methods.

Post Date: <u>July 26, 2006</u>	Post Until Filled	JVN: #81607109651FSM
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DOHMH is an Equal Opportunity Employer