



Port Jervis City School District
Port Jervis, New York 12771
Notice of Vacancy

Vacancy #2022

Title of Position: **Computer Services Specialist - Temporary**

Appointment Effective: **January 2, 2018 (pending fingerprinting clearance)**

Assignment: **District Wide**

Salary: **Per Contract**

***MINIMUM QUALIFICATIONS:** Graduation from a regionally accredited or New York State registered college or university with an associate's degree in computer science or a closely related field with a minimum of three (3) years related experience; **OR** Graduation from a regionally accredited or New York State registered college or university with a bachelor's degree in computer science or a closely related field with a minimum of one (1) years related experience; **OR** An equivalent combination of training and experience as defined by the limits of both A and B above.

NOTE: Applicant must successfully participate in the next, Port Jervis Civil Service Commission, scheduled exam.

General Statement of Duties: This is a technical position focused on managing the district server/network. Working at various district schools, as needed, the incumbent works from problem definition to implementation and support for the system designed. The work includes the application of both hardware and software to meet the specific needs of the school. The incumbent also does related work as required.

Fringe Benefits - As per contract

Persons interested in making application for the above position are to submit a letter of interest:

Ms. Lorelei Case
Assistant Superintendent for Business
Port Jervis City School District
9 Thompson Street
Port Jervis, New York 12771

Deadline for filing: **December 10, 2017**

Central Office Approval

The above described position is hereby approved and funded, and notice of such vacancy is to be posted in all buildings in the District on December 1, 2017.

Interim Superintendent of Schools