

Board of County Commissioners
HUMAN RESOURCES DEPARTMENT
Hernando County, Florida

HR Mission Statement

To serve as a source of information and expertise that provides quality customer service for employees and their ever-changing needs. The Human Resources Department accomplishes this by providing support, guidance, and mutual respect to all employees.

EMPLOYMENT OPPORTUNITY

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|-------------|-------------------------------|-------------------|--------------------------|
| Position: | Systems Administrator | Date Issued: | 10/06/20 |
| Job Number: | 13399 | Date Closed: | Open Until Filled |
| Department: | Court Technology | Salary Minimum: | \$65,228.80 |
| Division: | Fifth Judicial Circuit | Salary Mid-point: | \$85,446.40 |

Description: The essential function of the position within the organization is to perform complex technical and administrative work in the management of an IT data network, servers, and computers. The position is responsible for coordinating and managing implementation projects and system upgrades, ensuring the effective operation and maintenance of IT computer systems and servers, troubleshooting daily technical issues, providing prompt and professional customer service, ensuring the integrity, viability and security of IT data, and performing related tasks as required. The position works independently, reporting major activities through periodic meetings. This position may be required to assist with emergency support functions in the event of a declared emergency and/or any other emergency duties as assigned.

Requirements: Bachelor’s degree in Computer Science, Information Systems Management, or a closely related field. Requires eight (8) years of related experience. The County may consider an equivalent combination of education and experience for selected position postings on a year-for-year basis, provided that the education/experience is in a relevant or related field. Must possess and maintain a valid Florida Driver’s License and be insurable by current insurance carrier.

How to Apply: **ALL APPLICANTS MUST COMPLETE THE BOARD OF COUNTY COMMISSIONERS ON-LINE EMPLOYMENT APPLICATION LOCATED AT WWW.HERNANDOCOUNTY.US/HR.**

To apply for this position, please submit a cover letter, resume, employment application, and salary requirements.