

**JEFFERSON COUNTY:  
Information Technologies  
Administrator**

Applicant must have knowledge of computer hardware, software, wireless and wired networking, active directory, Windows Server and Desktop OS, Exchange Server 2010, and Virtual Servers (VMWare). Must be able to manage multiple specialized servers and basic cell phone setup. Applicant will also manage the county telephone system (PBX), training and support. Must be able to hardware trouble-shoot, setup and repair. Position also requires budgeting and basic administration duties. Supervisory experience preferred as this position will supervise another IT employee. Applicant must be able to lift 50 lbs, crawl, stoop, and climb. Must have a valid Montana Driver License and be able to pass a security/background clearance. These skills may be obtained through education, experience, training or a combination of all three. Starting hourly salary - \$29.92 or more DOQ. Applications must be received by December 18, 2017 at 5pm. Please submit cover letter, resume and county application, which can be found on-line at [www.jeffersoncounty-mt.gov](http://www.jeffersoncounty-mt.gov), to the Jefferson County Human Resource Department, PO Box H, Boulder, MT, 59632 or call 406 225-4010.