

Carmine Marceno
Sheriff



State of Florida
County of Lee

“Proud to Serve”

Lee County Sheriff's Office			
Job Title:	Technology Specialist – System Administrator	Job Category:	Civilian Regular Class
Bureau/ Department:	Administration/ Technical Support	Job Code:	C13
Location:	Headquarters 14750 Six Mile Cypress Parkway Fort Myers, FL 33912	Shift Work:	Dayshift with On-Call Nights and Weekend Rotation
Starting Salary:	\$35,156 (Negotiable based on skills and experience)	Position Type:	Full Time
HR Contact:	239-477-1323	Date Posted:	01/08/2021
Will Train Applicant(s):	On the Job Training	Posting Expires:	01/31/2021
Internal Posting #:	JP#21-002 External		
Resume Accepted By:			
E-MAIL: ApplyLCSO@sheriffleefl.org		MAIL TO:	
IN PERSON: 14750 Six Mile Cypress Parkway, Fort Myers, FL 33912, UTILIZING THE DROP BOX IN THE FRONT LOBBY		Attn: Human Resources Lee County Sheriff's Office 14750 Six Mile Cypress Parkway Fort Myers, FL 33912	
Job Description			
ROLE AND RESPONSIBILITIES			
Essential and other important duties and responsibilities may include, but are not limited to the following: <ul style="list-style-type: none"> • Configuration and daily operations of the local and wide area networks, server infrastructure, storage, software/hardware, backup, video management systems, access control, VOIP systems, etc. • Configure and manage the design, maintenance, development, and evaluation of infrastructure systems, including LANs, WANs, Internet, SANs, security, wireless, VMWare server virtualization systems • Ensure that all systems are meeting security and operational requirements • Identify problems and anticipate potential issues – repair systems and software • Assist staff members in evaluating, installing, configuring and deploying new infrastructure and software • Other duties as assigned • Provide 24/7 on-call support based on a rotation schedule 			
PHYSICAL DEMANDS			
<ul style="list-style-type: none"> • Bend, walk, sit, stand for long periods, see, hear, speak, manual dexterity, ambulate independently, tolerate strong odors and able to lift 50 lbs. 			



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14750 Six Mile Cypress Parkway • Fort Myers, Florida 33912-4406 • (239) 477-1000

Lee County Sheriff's Office

MINIMUM QUALIFICATIONS AND EDUCATION REQUIREMENTS

- Must be 18 years old, or older
- Must have obtained a high school or GED diploma
- Must be a US Citizen or possess a current permanent resident card
- Must possess a valid Florida Driver's License or state issued ID card
- Must possess a Social Security Card
- Must not have been convicted of a felony
- Must not have used illegal drugs in the last year
- Must not have received a dishonorable discharge from the United States Armed Forces
- Must be able to speak, write and understand the English language

PREFERRED SKILLS

- Graduation from an accredited four-year college or university with a major in computer science, management information systems or a related field; and five years of progressively responsible professional information systems experience in a multi-user, multi-site environment
- IT Industry certifications
- Excellent knowledge of IT systems, software and infrastructure
- Outstanding communication and interpersonal abilities
- Background in designing/developing IT systems and planning IT implementations
- Five (5) years of increasing responsibility in:
 - LAN/WAN/WLAN configuration and administration
 - Microsoft Server technologies, including Active Directory and Group Policy
 - Enterprise storage systems, including SAN technologies
 - Virtual infrastructures and virtualization techniques
 - Software and Server Administration
 - Telephony (VoIP) systems
- Possess excellent customer service and problem solving skills
- Must be able to articulate technical issues and solutions to non-technical users
- Must be able to create clear and concise written technical documentation
- Must have excellent verbal and written communication skills

APPLICATION PROCESSING REQUIRED

All candidates must pass the following tests to be eligible for employment:

- Interview
- Polygraph
- Background Investigation
- Medical exam and drug screen (after conditional job offer)

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All Conditions of this Posting are Subject to the Sheriff's Discretion.**