



# City of Port Angeles

## Internal/External Recruitment Announcement

### Systems Coordinator – Police Department

**Opens:  
August 6, 2018**

**Closes:  
August 24, 2018**

#### **Job Summary:**

Under general supervision of the Regional Communications Manager, responsible for the computer application, hardware, telephone system, and other supporting technologies for PenCom. Maintain Public Safety Microsoft Windows Server-based applications running in a VMWare blade center environment, networked Windows 7 & 10 PC workstations, as well as support numerous communications links to multiple remote systems. Duties involve working with Chiefs of various public safety agencies and their respective IT staff who are users of PenCom Public Safety services. The position requires considerable discretion and the ability to analyze and resolve conflicting interests and situations in the best interests of the user agencies.

**Salary:** \$32.578 - \$38.891/hour (\$67,762.24 - \$80,893.28 annually)

**Benefits include:** Full benefits include health benefits (medical, dental, & vision), longevity pay, long-term disability, life insurance, and paid leave (vacation, sick leave, and holidays). Position is represented by AFSCME Local 1619.

#### **Qualifications:**

##### Education:

- Associates Degree in data processing, system design, computer science or related field is preferred. Bachelor's Degree is desirable.

##### Experience:

- Two years' experience in Microsoft Windows based systems maintenance, systems design, systems coordination, network management or systems analysis; experience with AIX or Linux, PBX telephone systems, and knowledge of ESRI ArcGIS is desirable.
- Proficient keyboard and handwriting skills are required.

##### Desirable certificates or advanced training:

- Current Microsoft MSCE certification; courses or certification in VMWare, CISCO, wireless networking, A+ Certification.

##### Other necessary requirements:

- Possession of or ability to obtain a valid Washington State driver's license within thirty (30) days of appointment, and a good driving record.
- Successful applicants must pass background investigation, polygraph, psychological exam and pre-employment drug screen prior to hire.

*A combination of education and work experience that provides the requisite skills will be considered.*

**To Apply:** Applicants must go online to [www.cityofpa.us](http://www.cityofpa.us) to complete the application and submit a cover letter and resume. Closing date is August 24, 2018.

**Selection Process:** Applicants will be evaluated on the qualifications and related experience.

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