



Notice of Anticipated Vacancy

Title: Computer Services Specialist

Vacancy No: 2361

Appointment Effective: September 1, 2021

Type of Appointment To Be Made: Provisional

Salary: \$35.19/Hour (Step 1 as per CSEA Bargaining Agreement)

Requirements of Applicants (include all pertinent prerequisites):

A. Graduation from a regionally accredited college or university or one accredited by NYS Board of Regents to grant degrees with an Associate's Degree in Computer Science or related field and a minimum of (3) years of related experience;

OR

B. Graduation from a regionally accredited college or university or one accredited by NYS Board of Regents to grant degrees with bachelor's degree in computer science or a closely related field and a minimum of (1) year of related experience.

OR

C. An equivalent combination of education and experience as defined by the limits of A and B.

Special Requirements: Candidates must take the next available Port Jervis Civil Service exam for Computer Services Specialist.


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 district.

Benefits: As Per Contract

Person(s) interested in applying for the above position are to submit a support staff application along with three letters of personal reference and sent to:

Jessica Ellsworth, Personnel Assistant
Port Jervis City School District
9 Thompson Street
Port Jervis, NY 12771

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 Port Jervis City School District on August 10, 2021.


Mike Rydell
Superintendent of Schools



Port Jervis City School District Is An Equal Opportunity Employer

Support staff postings are anticipated to expire in ten calendar days.