



**Office of Personnel and Civil Service**  
**Job Announcement**  
**Please Post Conspicuously**

Michael Mascarenas  
County Manager

Shaun Gilliland  
Chairman of the Board

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**TITLE:** **SENIOR NETWORK COORDINATOR**  
(Provisional\* Appointment)

**SALARY:** \$32.76/HR.  
Current employees hired **PRIOR** to 2009 contact Personnel for rate of pay.

**LOCATION:** Essex County Department of Information Systems, Elizabethtown

**BENEFITS:** Health Insurance, Dental Insurance, Sick, Vacation, and Personal time, NYS Retirement, Life Insurance, Flexible Spending Plan, Paid Holidays, Employee Assistance Program, Employee Premium Enhancement, and 40 Hour work weeks (Monday-Friday) .

**JOB SUMMARY:** This is a highly technical position involved in the design, development, maintenance, repair, and operation of complex local and wide area computer networks. This class differs from the lower level by the level of independence exercised in the performance of work assignments and the complexity of those assignments. Work is performed under the general supervision of the Network Operations Supervisor with considerable leeway given for the exercise of independent judgment in carrying out the details of the work. Supervision may be exercised over subordinate employees engaged in computer or network operations. The incumbent does related work as required.

**MINIMUM QUALIFICATIONS:**

A) Possession of a Bachelor's Degree in computer science or related field and one year of supervisory experience in the operation of a computer network; OR

B) Completion of 60 semester credit hours at a regionally accredited or New York State registered college or university, including 12 credits in computer science or electronic data processing, six of which were directly related to the operation of a computer network, and three years experience in the operation of a computer network, one of which must have been in a supervisory capacity; OR

C) Five years of experience in the operation of a computer network, One year of which must have been in a supervisory capacity; OR

D) An equivalent combination of training and experience as defined by the limits of A), B) and C) above.

**(OVER)**



**Essex County Dept. of Personnel & Civil Service**

**Essex County Government Center, 7551 Court Street, P.O. Box 217, Elizabethtown, NY 12932**



[essexcountyny.gov/personnel-and-civil-service](http://essexcountyny.gov/personnel-and-civil-service)



**518.873.3360**

**Essex County is an Equal Opportunity Employer**

**Note:** Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee."

**Residency Requirement:** There is no residency requirement.

**Additional Information:** Qualified candidates will be subject to a Civil Service examination to be announced at a later date. Applications will be accepted until the closing date of the examination. Persons seeking employment with Essex County shall be required to submit to a drug and alcohol screening/testing, pre-employment physical, and additionally may be required to submit to a fingerprint background check, depending upon the specific requirements of the position.

**Posting Date:** August 25<sup>th</sup>, 2023

**Application Deadline:** September 5<sup>th</sup>, 2023

\*The term provisional means that you will be required to take the next civil service examination for this title and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.



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