



## Human Resources

### EMPLOYMENT OPPORTUNITY ANNOUNCEMENT

POSITION: **IT Technician**  
DEPARTMENT: Information Technology  
DATE POSTED: December 28, 2023  
CLOSING DATE: Open until filled  
HIRING SALARY: **\$20.27 per hour**

#### POSITION OVERVIEW

Provides a wide variety of IT services to Harrison County offices including computer workstation/peripheral device set up; troubleshooting to diagnose and resolve issues; installation/configuration of software functions; assisting staff with hardware/software challenges; providing operational guidance to users on new software/computer equipment; and managing daily help desk tickets. Performs other duties as apparent and/or assigned.

#### EDUCATION/EXPERIENCE

High School Diploma/equivalent and 3 years' IT related work experience. Knowledge of diverse computer systems, diagnostic/problem solving ability, effective communication with users of varying technology levels, and maintaining endurance with complicated projects required. Must have a public service attitude and ability to patiently interact in a courteous and professional manner with officials, staff and the general public.

#### LICENSE / CERTIFICATION

Texas Driver's License with a driving record that meets or exceeds County standards;  
IT related Associate's Degree and/or IT certifications such as CompTIA A+ or Network+ preferred.

#### ADDITIONAL INFORMATION

Must successfully complete background check, post-offer drug screen, physical condition evaluation and/or other testing in accordance with Harrison County policy and/or as authorized by law.

Benefits: Medical/Dental/Vision/Life  
PTO/Vacation/Holiday/Sick Leave  
TCDRS Retirement and optional 457 retirement

Hours of work: Day shift / 40 hours per week

**HARRISON COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER**

#### SUBMIT APPLICATION TO:

**HARRISON COUNTY HUMAN RESOURCES**  
200 W. Houston St., Room 328  
Marshall, TX 75670  
[hrassist@co.harrison.tx.us](mailto:hrassist@co.harrison.tx.us)

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