



**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:** **ESSEX COUNTY GOVERNMENT CENTER NETWORK  
OPERATIONS SUPERVISOR (*TEMP POSITION*)**  
(Provisional\* Appointment)

**SALARY:** \$41.41/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 supervisory work of a highly technical nature which involves responsibility for developing and implementing network operations policy, program priorities and developing and maintain hardware configuration. This process also includes the installation of all network equipment software. Incumbent will be assigned to provide support services to various departments utilizing the network computer systems within the Government Center. The work is performed under the general supervision of the Information Systems Director. Supervision is exercised over operations personnel. The incumbent does related work as required

**MINIMUM QUALIFICATIONS:**

- (a) Possession of a Bachelor's Degree in computer science or related field and two years 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 six years experience in the operation of a computer network, two of which must have been in a supervisory capacity; or
- (c) Eight years of experience in the operation of a computer network, two years 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)**



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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. People 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:** April 4<sup>th</sup>, 2025

**Application Deadline:** April 14<sup>th</sup>, 2025

\*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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