

PLEASE POST

JOB VACANCY

THE DEPARTMENT OF HUMAN RESOURCES ANNOUNCES THE FOLLOWING VACANCY

Systems Analyst (AFSCME)

Service Department/Water Office

PAY RANGE 48

Hourly rate \$23.05- \$24.60

MINIMUM QUALIFICATIONS

Completion of a Bachelor's Degree in computer science or closely related field or an information systems certificate from an accredited college or equivalent and 3-5 years of software experience; Knowledge of underground utility systems; Must have valid State of Ohio motor vehicle operator's license.

JOB RESPONSIBILITIES

- Integrates utility data with various software applications and takes responsibility to ensure system reliability.
- Responsible for testing system components to ensure that computers, software and network equipment function seamlessly together.
- Prepares technical documentation, including data specifications, user requirements, and procedures.
- Ensure software systems are secure and protected.
- Serves as liaison between various City departments for technology systems and analyses needs.
- Responsible for auditing software systems for upgrades and maintaining licensing and support agreements.
- Coordinates and manages systems upgrades for the entire department.
- Uses knowledge of system software products and maintenance management systems to assist personnel in developing various reports as needed. Takes the lead in developing data reports.
- Ability to apply techniques and practices involved to complete assigned projects.
- Develops analytical data reports for systems management.
- Must have knowledge of Customer Information Systems and SCADA programs.
- Assists in integrating data with GIS Coordinator.
- Other related duties as required.

ALL interested and qualified persons may apply. Applicants must submit a completed application to the Department of Human Resources no later than 4:00 p.m. on Friday, December 22, 2017. Applications can be obtained in person or printed from our website at www.newarkohio.net.

The City of Newark, Ohio, conforms to all laws, statutes, and regulations concerning equal employment opportunities and affirmative action. The City of Newark strongly encourages women, minorities, individuals with disabilities and veterans to apply to all of our job openings. The City of Newark is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, gender identity, or national origin, age, disability status, Genetic Information & Testing, Family & Medical Leave, protected veteran status, or any other characteristic protected by law. The City of Newark prohibits retaliation against individuals who bring forth any complaint, orally or in writing, to the employer or the government, or against any individuals who assist or participate in the investigation of any complaint or otherwise oppose discrimination.