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INFORMATION SYSTEMS COORDINATOR II EMD21000004
EXEMPT POSITION VACANCIES 001

LOCATION: DEPT OF HOMELAND SECURITY
EMERGENCY MANAGEMENT DIVISION

SCHEDULE: DAY SHIFT UNLIMITED ORIGINAL FULL-TIME PERM.

FTE: 1.00

DUTIES: UNDER GENERAL SUPERVISION, THIS POSITION PERFORMS TECHNICAL WORK ON THE STATEWIDE INTEROPERABLE RADIO NETWORK (SIRN) INSTALLING, IMPLEMENTING, AND MAINTAINING MULTIPLE PLATFORMS AND APPLICATIONS ASSOCIATED WITH THE SIRN'S RADIO FREQUENCY, IP/TDM RADIO/MICROWAVE AND OTHER EQUIPMENT. THIS POSITION WILL ALSO PERFORM TECHNICAL ASSISTANCE WITH ACTIVATING AND MANAGING SUBSCRIBER UNITS ON THE SIRN'S P25 TRUNKED RADIO SYSTEM/NETWORK. THIS POSITION WILL FILE, MANAGE, AND MAINTAIN ALL NECESSARY APPLICATIONS AND REPORTS ASSOCIATED WITH THE FEDERAL COMMUNICATIONS COMMISSIONS (FCC) FOR THE SIRN AND/OR INTEGRATED FLOOD OBSERVING AND WARNING SYSTEM (IFLOWS) TO ASSURE COMPLIANCE WITH ALL FEDERAL, STATE, AND LOCAL RULES, REGULATIONS AND/OR LAWS. THIS POSITION WILL PRIMARILY OPERATE IN POCAHONTAS, WEBSTER, NICHOLAS, GREENBRIER, FAYETTE, MONROE, AND SUMMERS COUNTIES, BUT MAY BE ASSIGNED TO OTHER AREAS AS NEEDED. PERFORMS RELATED WORK AS REQUIRED. WILL BE RESPONSIBLE FOR DAILY PAPERWORK TO INCLUDE TIMESHEETS AND VERIFICATION OF WORK PERFORMED.

REQUIREMENTS: TRAINING: SUCCESSFUL COMPLETION OF TWELVE SEMESTER HOURS OF COMPUTER SCIENCE FROM AN ACCREDITED COLLEGE OR UNIVERSITY.

(OR) SUCCESSFUL COMPLETION OF AN INFORMATION TECHNOLOGY, NETWORKING, ELECTRONICS, COMPUTER SCIENCE, COMPUTER PROGRAMMING OR DATA PROCESSING PROGRAM OF AT LEAST 1080 CLOCK HOURS FROM A SECONDARY VOCATIONAL OR TECHNICAL SCHOOL, COMMERCIAL COLLEGE OR SCHOOL OF COMPARABLE LEVEL.
(OR) SUCCESSFUL COMPLETION OF INDUSTRY RECOGNIZED AUTHORIZED/CERTIFIED PERSONAL COMPUTER OR SERVER

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SUPPORT, LAN ADMINISTRATION, NETWORK
SERVICE/SUPPORT AND/OR NETWORK.

SUBSTITUTION: ONE YEAR OF FULL-TIME OR EQUIVALENT
PART-TIME PAID EXPERIENCE IN PROVIDING DIRECT
PERSONAL COMPUTER SUPPORT, COMPUTER PROGRAMMING,
SYSTEMS DEVELOPMENT, OR THE SALE AND/OR
INSTALLATION AND TESTING OF TERMINALS OR PERSONAL
COMPUTERS AND PERIPHERALS MAY BE SUBSTITUTED FOR
THE REQUIRED TRAINING.

EXPERIENCE: TWO YEARS OF FULL-TIME OR EQUIVALENT
PART-TIME PAID EXPERIENCE IN MICRO COMPUTER
PROGRAMMING, SYSTEMS DEVELOPMENT, OR THE SALE
AND/OR INSTALLATION AND TESTING OF TERMINALS OR
PERSONAL COMPUTERS AND PERIPHERALS.

PROMOTIONAL ONLY: ONE YEAR OF FULL-TIME OR
EQUIVALENT PART-TIME EXPERIENCE AS AN INFORMATION
SYSTEMS COORDINATOR 1 IN A STATE AGENCY.

SALARY:: PAY GRADE 013 \$30,000.00 - \$50,000.00

TO APPLY: SEND DIVISION OF PERSONNEL APPLICATION TO:
MELANIE THOMAS
WV EMERGENCY MANAGEMENT DIVISION
2403 FAIRLAWN AVENUE
DUNBAR, WV 25064