



NACOGDOCHES COUNTY

Job Opportunity

Position: Computer Services Director
Department: Computer Services Department
Type: Regular, Full-Time

Open Until Filled

Salary: Dependent on Experience

General Description:

Under the direction of the Commissioners Court, the Computer Services Director is responsible for overseeing and managing the County's technology infrastructure across multiple locations, and managing personnel to support and ensure the stability, security, and efficiency of all information technology systems and operations. The Director develops and executes strategic plans to meet the County's long-term goals, implements cybersecurity measures to protect County data and systems from threats, and ensures compliance with relevant regulations. This position serves as a key leader in advancing innovation, optimizing performance, and aligning technological initiatives with the County's mission and departmental objectives.

Required Knowledge, Skills & Abilities:

- Knowledge and ability to be proficient in the systems and network support of the County's information technology infrastructure including servers, operating systems, firewalls, routers, switches, cellular data connections, VPN connections, VLANs, surveillance cameras, telephone systems, network management software and other network devices
- Knowledge of and ability to support and maintain AS/400 systems including RPG programming language
- Knowledge of and ability to support and maintain the County's enterprise level storage of information and databases
- Knowledge and ability to manage and ensure network security and cyber-security of the County's information technology system; support of firewalls and ongoing enhancement of security components
- Knowledge of and ability to manage On-Premise Active Directory
- Knowledge and skill in using Visual Basic programming languages
- Knowledge and skill in administering MySQL databases
- Knowledge of best practices in purchasing; ability to effectively control costs and effectively procure new equipment while following policies and governmental purchasing regulations
- Knowledge of Local, State, Federal Laws & Regulations relevant to Information Technology and Cyber-Security
- Ability to establish and maintain professional relationships with Elected Officials, Department Heads, co-workers, subordinates, vendors and the general public
- Skill and ability to effectively supervise and evaluate other employees
- Ability to develop and exemplify a customer service oriented culture in the department
- Advanced skills in troubleshooting and problem solving; ability to solve complex technical problems
- Strong analytical abilities with excellent attention to detail
- Skill in expressing technical information to non-technical individuals
- Ability to multi-task in a professional work environment
- Ability to work as part of a team and collaborate with others to improve processes
- Ability to exercise considerable initiative and independent analytical and evaluative judgement
- Ability to maintain confidentiality of information in any form, including verbal communications
- Excellent verbal and written communication skills
- Ability to work flexible hours as needed and to respond to emergency situations outside of normal working hours

Additional Information:

Representative of physical demands required to successfully perform the essential functions of this position.

- Ability to sit, stand, stoop, reach, twist and turn to install or move equipment
- Ability to carry heavy equipment up to 60 pounds
- Ability to use ladders and climb ladders
- Ability to distinguish colors
- Ability to use manual dexterity to use and operate computer, tools, telecommunication, and office equipment; manipulate pages, reference materials, and writing
- Ability to see and use sight capabilities to observe technical operations and to perform computer work
- Ability to hear and use hearing capabilities to detect equipment alarms
- Hearing and communication capabilities to interact with others one on one, in small or large settings and/or over the telephone

Qualifications:

- Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying
- Current Texas Driver License in good standing is required

Preferred Qualifications:

- A minimum of eight (8) years of progressively responsible experience in Computer Science and Information Technologies including: risk management, systems architecture, network administration, and network/cyber security. Preferably in the public sector.
- Proven knowledge and experience in supporting an AS/400 platform including RPG programming
- Well versed in Visual Basic programming languages
- Bachelor degree or advanced college degree in Information Technologies or a related field
- CCNA professional certification

Instructions:

Submit the following documents to the address below

1. Completed and signed Nacogdoches County Job Application
2. Resume
3. List of Professional References including phone number and relationship

Submit application packet to:

Nacogdoches County
Human Resources Department
101 W. Main St., Ste. 161
Nacogdoches, TX 75961

job application pdf available at <https://www.co.nacogdoches.tx.us/jobs>