

LUTHERAN SERVICES FLORIDA

JOB OPPORTUNITIES

The following position is currently open. If you would like to apply for an opening listed, please submit a memo with a resume stating your qualifications. Your resume must be received within five (5) business days. Non-exempt employees must have six (6) months tenure and exempt employees must have one (1) year tenure in current position to be eligible for posting. Lutheran Services Florida is an Equal Opportunity Employer. Drug Free Workplace.

POSITION	PROGRAM/ DIVISION	FT/PT E/NE	EDUC./EXP. REQUIREMENTS	RESPONSIBILITIES	STARTING SALARY
<p>INFORMATION TECHNOLOGY DIRECTOR</p> <p>Contact: Zenaida Palmieri zpalmieri@lsfnet.org</p> <p>JPR 2257, PAF 24585, Pos 9025</p>	<p>INFORMATION TECHNOLOGY – CENTRAL SERVICES</p>	<p>FT/E</p>	<ul style="list-style-type: none"> -Bachelor’s Degree in Computer Science, MIS or related field -Five years experience installing configuring and supporting Windows, Microsoft Office products and providing end user training and support -MCSE certification a plus -Minimum two years experience managing IT projects and staff -Excellent written and verbal communication skills -Ability to communicate technical information successfully -Must be well organized and be able to document accurately and completely -Customer oriented interpersonal skills a must -Ability to analyze and troubleshoot computer problems 	<ul style="list-style-type: none"> -Develop and maintain the Agency Information Technology Plan including: hardware, software and communication technologies, audit and backup procedures, disaster preparation and recovery -Plan and implement systems and procedures that confirm to COA requirement -Review the user requirements, research and acquire all hardware and software -Support and enhance agency CWQ activities, seeking to improve operations to as to provide clients with excellent service -Design and establish computer-related security -Design and establish procedures, software configurations, user profiles and network policies 	<p>Negotiable</p>