

Supreme Court of Nevada
ADMINISTRATIVE OFFICE OF THE COURTS

KATHERINE STOCKS
Director and State Court
Administrator



JOHN MCCORMICK
Assistant Court Administrator
Judicial Programs and Services

RICHARD STEFANI
Chief Information Officer

**IT Technician I
Position #0028**

Under supervision the IT Technician I performs certain duties related to the IT Service Desk and direct user support. Procures, installs, configures, maintains, and repairs computers, printers, peripherals, operating systems, and applications. Satisfies user requests and troubleshoots problems by providing level 1 and 2 support for the IT Service Desk by identifying and deciding how to resolve problems themselves or through appropriate referral. Incumbents perform technical work to maintain equipment and applications essential for users to conduct court business. Incumbent will operate setup and manage Polycom video conferencing equipment. May also serve as a project team member on large and complex projects.

This position is located in Carson City, Nevada.

Education and Experience:

Graduation from high school or equivalent and two years of experience utilizing the fundamentals of typical computer systems, operating systems, applications, and peripherals; **OR** one year of relevant experience as an IT Technician Trainee in Nevada State or Court service; **OR** an equivalent combination of education and experience.

The Supreme Court of Nevada provides the following compensation package:

Paid Leave – Includes 3 weeks annual leave, 3 weeks sick leave, and 11 holidays with no prior state service each year. Leave is accrued biweekly.

Group Insurance – Includes medical and prescription drug coverage, dental coverage, life insurance, and long-term disability, with options for health savings account, and other insurance. Employer contributions to premiums make quality medical coverage affordable. New hire employees are eligible for coverage within the first month of full-time employment.

Retirement – All full-time employees become members in the Public Employee's Retirement System with a calculated benefit available to you upon retirement after a minimum of 5 years of service.

Other benefits include - an Employee Assistance Plan (EAP) plus options to participate in a health care flexible spending account, and a deferred compensation program.

Closing Date/Time: June 18, 2021
Salary: \$35,328-\$43,346 DOE, employee/employer paid retirement
Job Type: Full-time

Apply at <https://www.governmentjobs.com/careers/nvcourts>

The Supreme Court of Nevada is an equal opportunity employer. If accommodation for a disability is needed during the application or examination process, contact the Personnel Analyst at 775.684.1744.