

City of Ithaca

Office of Human Resources / Civil Service

108 E. Green St. - Ithaca, NY - 14850

Phone: (607) 274-6539 / Fax: (607) 274-6574 / E-mail: hrdept@cityofithaca.org

JOB APPLICATIONS WANTED

TITLE: Information Systems Endpoint Analyst

LOCATION: City of Ithaca - Public Information and Technology

SALARY: \$55,727, with subsequent increases to \$66,872

The City of Ithaca values diverse perspectives and life experiences. We encourage people of all backgrounds to apply, including people of color, women, LGBTQ+, veterans, people with disabilities, and those with lived experiences.

POSITION DESCRIPTION: The Information Systems Endpoint Analyst is responsible for the security, management, and support of endpoint devices on the City's information technology systems and infrastructure, including desktop and mobile computers, emergency services mobile data terminals, and network scanning and print devices. The incumbent also serves as a technical consultant to City departments, assisting with the assessment of needs and identification of appropriate software and technology to meet their needs. The work is performed under the general supervision of the Information Systems Manager with wide latitude allowed for the exercise of independent technical judgment in the performance of the work. Supervision may be exercised over the work of subordinate technical staff if assigned. Does related work as required.

MINIMUM QUALIFICATIONS:

- A. Graduation from a NYS registered or regionally accredited college or university with a Bachelor's Degree in Computer Science, Information Science, Information Technology, or a closely related field with similar course curriculum and two (2) years of full-time paid experience, or its part-time paid equivalent, in the computer technology field, which must have involved the management of information systems projects, systems analysis or design, the management and/or support of a large, heterogeneous computer network, or the management and/or support of enterprise software or computer systems; or
- B. Graduation from a NYS registered or regionally accredited college or university with an Associate's Degree in Computer Science, Information Science, Information Technology, or a closely related field with similar course curriculum and four (4) years of full-time paid experience, or its part-time paid equivalent, as described in (A) above; or
- C. Graduation from high school or possession of a high school equivalency diploma and six (6) years of full-time paid experience, or its part-time paid equivalent, as described in (A) above; or
- D. An equivalent combination of training and experience as defined by the limits of (A), (B) and (C) above.

SPECIAL REQUIREMENT: Possession of a valid New York State Class D driver license or a valid driver license equivalent to a New York State Class D driver license at the time of appointment and maintenance of said license for the duration of employment.

Continued on Back

RESIDENCY REQUIREMENTS: There are no residency requirements for this position.

EXAM REQUIREMENTS: A civil service exam will be required at a later date.

APPLICATION MATERIALS REQUIRED:

- City of Ithaca application
- Copy of high school and college transcripts
- Copy of driver license

All applications must be submitted electronically through our online application program. We do not accept paper applications, faxed applications, e-mailed applications or photocopies of applications.

Applications accepted until position is filled.

City of Ithaca
Human Resources Department
Web site: <https://ithaca-portal.mycivilservice.com>



The City of Ithaca is committed to Equity and Inclusion. We encourage those with similar values to apply.

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