



HUDSON LIBRARY & HISTORICAL SOCIETY

96 LIBRARY STREET · HUDSON, OHIO · 44236

Position Title:

IT Technician, Full-Time

Description:

The successful candidate must be able to maintain, troubleshoot and repair hardware and software, and should have knowledge of active directory, group policy, and basic network security. Duties: general systems administration including imaging; software installation and maintenance; technical support for library staff, programs and customers.

Qualifications:

Bachelor's degree in a technology-related field, or 4 years of comparable work experience.

Skills/Knowledge Required:

- Must have experience with hardware/software maintenance and installation.
- Knowledge of Windows 10 and 11, Server 2012 and above, Active Directory, Group Policy, Microsoft Office, basic networking, and media editing software such as: the Adobe Creative Cloud and/or Final Cut Pro.
- Familiar with live streaming using software such as Zoom and Open broadcast, best practices related to audio/video production, and podcasting.
- Additional knowledge a plus: mobile devices such as tablets and Apple products, digital imaging, audio/visual equipment; 3D printers, Wordpress, and VOIP systems.

Salary and Benefits:

This is a full-time (38 hrs/week) position with full benefits with a starting salary of \$39,240.

Closing Date:

Applications will be accepted until position is filled.

Instructions for Applying:

Please submit a letter of interest, resume and three professional references to:

Ryan Curtis, Head of Information Services & Technology
ryan.curtis@hudson.lib.oh.us

No phone calls please.

Please visit www.hudsonlibrary.org/about/employment-opportunities to see a full job description.