

TECHNOLOGY COORDINATOR – FULL TIME LOGAN COUNTY LIBRARIES

REQUIRED KNOWLEDGE AND ABILITIES TO PERFORM THE FOLLOWING:

The Logan County Libraries is seeking a dynamic Technology Coordinator to join its team. Under the direction of the Library Director, the Technology Coordinator assists with the administration of the LCL computer system, including planning, purchasing, implementing, and upgrading all automation services and equipment for the library, system wide. Administers and manages the LCL computer operations and technology department. Administrative responsibilities include implementation of system-wide staff computer training programs and coordination of computer system maintenance including hardware and software installation, upgrade, repair, and inventory control. Maintains the confidentiality and security of the library's computer systems and technology.

QUALIFICATIONS:

Candidate must have an associate's degree in computer/information sciences or a related field; or a minimum of five (5) years of computer experience or an equivalent combination of education, training, and experience. Must possess and maintain a valid Ohio driver's license with a good driving record. This position will be required to work a flexible schedule, which may include evenings and weekends, and may be required to respond to emergencies.

WAGE: \$18 to \$20 per hour or commensurate with experience and qualifications

BENEFITS: Paid vacation, sick leave, holidays, group health benefits, Public Employees Retirement System

HOURS: Full-time; 35 hours per week including some evenings, Saturdays, and Sundays

HOW TO APPLY: Submit your application online at: <https://logancountylibraries.org/about-us/employment>; or send a resume with a cover letter to: Attn: Library Director, Logan County Libraries, 220 N. Main Street, Bellefontaine, OH 43311.

DEADLINE FOR APPLICATION: Open Until filled

LOGAN COUNTY LIBRARIES is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, age, protected veteran or disabled status, or genetic information.