CITY OF SAN ANTONIO
An Equal Opportunity Employer

111 Plaza De Armas, San Antonio, Texas 78205
(210) 207-8108 Job Line (210) 207-7280
www.sanantonio.gov

Temporary Department Systems Specialist
Library

The City of San Antonio is recruiting for a Department Systems Specialist (temporary), under direction, is responsible for developing and coordinating the data processing needs of a City Department. Exercises no supervision.

Essential job functions include, but are not limited to the following: Provides users and Information Services Department with necessary information to properly develop various computer systems. Categorizes and sets priorities for new system implementations. Provides support for systems in current operation. Determines feasibility of implementing user request. Coordinates with data processing programmers the design and implementation of new systems. Conducts computer training for department staff. May develop and maintain website. Provides necessary systems documentation and training. Evaluates data system programs and designs to insure adequacy. Develops and manages data base systems. Identifies departmental requirements for maintenance work. Performs related duties and fulfills responsibilities as required.

This position requires that the successful candidate possess Bachelor's Degree from an accredited college or university with preferable coursework in Computer Science, Mathematics, or a related field with preferable coursework in computer programming and systems analysis; One year experience in computer systems application and design; a valid Class "C" Texas Driver's License or ability to obtain a valid one within thirty (30) days after becoming a resident of the State of Texas is also required. All job offers are pending satisfactory results from pre-employment drug testing, and reference, background and credential verification.

Salary ranges from $15.98 to $23.97/hourly, depending on experience and qualifications.

ONLY PAPER APPLICATIONS ACCEPTED. Apply in person at any of the Community Link Centers **OR** Monday through Friday (excluding holidays) from 7:30 AM to 5:15 PM at the Human Resources Department located at 111 Plaza de Armas in downtown San Antonio. **Open until filled.**

For additional information, contact Dawnette Escobedo at (210) 207-2754.