



CITY OF BRIDGEPORT, CONNECTICUT

The City of Bridgeport, CT is now accepting submissions for the position of

Server Specialist

Salary: \$70,733.00 per year. This position includes a comprehensive benefits package. This summary provides a brief overview of the benefits available to regular full-time municipal employees; depending on the employee group some of these benefits may include: retirement pension administered by CMERS (Connecticut Municipal Employees Retirement System), health insurance (medical, dental, vision, prescription), life, disability, paid leave, paid holidays, 457(b) deferred compensation plan (employee paid), and other voluntary employee paid benefits.

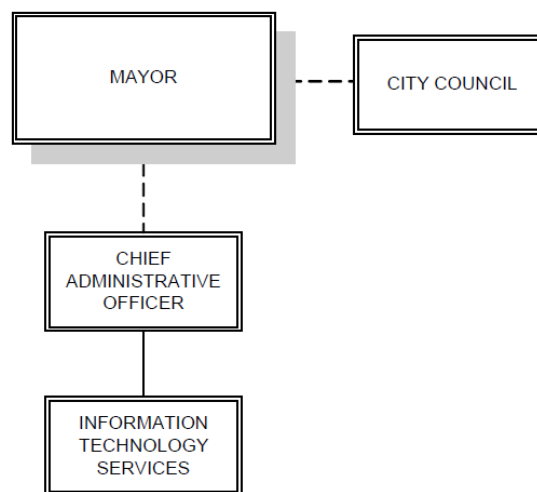
To Apply: Please email a cover letter, resume, supplied application and three (3) professional references (name & contact only) to COB.Jobs@bridgeportct.gov.

Position is open until filled. (Any/all changes to this deadline shall be at the discretion of the City of Bridgeport).

Municipal Profile

The City of Bridgeport is located in Fairfield County at the mouth of the Pequonnock River on Long Island Sound. It is boarded by the towns of Trumbull to the north, Fairfield to the west, and Stratford to the east; with an approximate population of 147,000, 50,367 households, and a population density of 9,226 residents per square mile. The City has a Mayor-City Council form of government. The City's Mayor is the chief executive officer of the City and serves four-year term(s). The City Council, which acts as the City's legislative body, consists of twenty (20) members elected for two-year terms.

Information Technology Services (ITS) Division



GENERAL STATEMENT OF DUTIES:

Analyze, evaluates and maintains server and network systems. Performs analysis and planning; interacts with end-user personal to determine application data access requirements; researches and recommends server and network hardware and software including communications equipment. Interacts with support personal and vendors.

TYPICAL TASKS OR ASSIGNMENTS:

The essential functions or duties described below are the primary functions and duties of the position. There may be other types of work that may be performed and the omission of a particular duty or function does not exclude that duty or function from the position provided the duty or function is similar in work, related to the work or logically assigned to the position.

- Installing, configuring, testing, managing lifecycle, and maintaining operating systems, application software, and system management tools.
- Deploying new technologies including server or cloud-based systems, network connectivity, applications or managed services.
- Participate in the design of information and operational support systems; interacts with development and end-user personal to determine application requirements; researches and recommends server hardware and software.
- Ensure the highest levels of systems and infrastructure availability.
- Ensure proper implementation of warranties, services contracts, and sends and track returns when necessary.
- Adapts, modifies, and documents existing software to meet specific needs.
- Test and evaluates hardware and software to determine efficiency, reliability and compatibility with existing systems and make purchase recommendations.
- Maintain security, backup, and redundancy strategies.
- Monitors Storage Area Network (SAN) environment.
- Write and maintain custom scripts to increase system efficiency and lower human intervention time.
- Recommending proactive solutions to recurring issues.
- Liaise with vendors and other ITS personnel for problem resolution.
- Works with the Network Architect by following design and documented procedures for supporting servers and reporting back if procedures need changing.
- Mentor and train, through knowledge share, junior members of the ITS team.
- Staying abreast of industry changes and new technologies that have impact to our clients.

MINIMUM EDUCATIONAL AND EXPERIENCE REQUIREMENTS:

Required:

- BA or BS in Computer Science, Engineering or related discipline.
- Educational requirements can be supplemented by 3 additional years' experience in the requirements below.
- Minimum seven (7) years of experience in the field of ITS
- Minimum of four (4) years of hands on experience configuring & supporting enterprise systems infrastructure technologies.
- Minimum of two (2) years in a network support role including Windows server support
- Minimum of two (2) years of experience with O365 Administration is a plus
- Experience with Azure or AWS implementation and maintenance is a plus
- Preference will also be given to candidates Microsoft MCSE/MCITP (or higher) and/or Cisco CCNA and/or CompTIA Server+ or equivalent certifications.)

KNOWLEDGE, SKILLS, AND ABILITIES:

- Working knowledge of computer systems including Microsoft based software and software.
- Experience in installing, configuring and troubleshooting Windows Server based environments.
- Experience in the administration and performance tuning of application stacks (e.g., Tomcat, JBoss, Apache, Ruby, NGINX)
- Experience in cloud environments, preferably in AWS and or Azure
- Experience with virtualization and containerization (e.g., VMware, Virtual Box)
- Experience with monitoring systems and automation software (e.g. Puppet, cfengine, Chef)
- Strong scripting skills (e.g., shell scripts, Python)
- Experience in networking (e.g., OSI network layers, TCP/IP, subnet, packets)
- A demonstrated aptitude working with computers, LANs, operating systems, cloud-based technologies, mobile devices and various software applications
- Experience using a PSA or Help Desk ticket system is a plus
- Ability to make decisions in matters of significance.

LICENSES AND CERTIFICATIONS:

- A valid Connecticut Driver's License may be required for transportation between various sites.

PHYSICAL DEMANDS:

The conditions below are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

- Needs to be able to operate equipment and machinery with some requiring rapid adjustments such as a computer keyboard and terminal, photocopier, and calculator.
- Must be able to coordinate eyes, hands, feet and limbs in performing skilled movements such as rapid keyboard use.
- Essential and marginal functions may require maintaining physical condition necessary for sitting for prolonged periods of time. Tasks may involve extended periods of time at a keyboard or workstation. Frequent downward flexion of neck, side-to-side turning of the neck, fine finger dexterity and grasp to manipulate the keyboard, telephone, writing instruments, papers, books, manuals, and reports.
- Work may involve occasional outdoor fieldwork.
- Additional hours and attending meetings outside regular work hours may be required. Work environment is professional and both team and autonomy oriented. This position is impacted by urgent time deadlines due to various reporting and filing requirements. There is some repetitiveness in program coding, a need for extreme accuracy, and paying attention to detail. Additionally, there is a need to be able to shift attention before tasks are completed to be able to balance user demands, telephone and other interruptions.

This job description is not, nor is it intended to be, a complete statement of all duties, functions, responsibilities, qualifications, physical, and cognitive which comprise this position. The above is intended to be a fair representation of the "typical" demands of the position.

An Equal Opportunity Employer MF/AA/DIS



CITY OF BRIDGEPORT, CONNECTICUT
CIVIL SERVICE COMMISSION

CITY HALL • 45 LYON TERRACE • BRIDGEPORT, CONNECTICUT 06604

Non-Competitive/Seasonal Employment Application

Position Applied for		Date	
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APPLICANT INFORMATION							
Last Name		First Name		M.I.			
Mailing Address				Apartment/Unit #			
City		State		ZIP			
Phone			E-mail Address				
Commercial Drivers License (CDL) (Yes/No)			CT Drivers License (Yes/No)				
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>		
Have you ever worked for the City of Bridgeport before?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?				

EDUCATION							
High School				Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		
College				Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		
Other				Address			
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		

REFERENCES			
<i>Please list three professional references.</i>			
Full Name			Relationship
Company			Phone
Address			
Full Name			Relationship
Company			Phone
Address			
Full Name			Relationship
Company			Phone
Address			

PREVIOUS EMPLOYMENT					
Company				Phone	
Address				Supervisor	
Job Title					
Responsibilities					
From		To		Reason for Leaving	
May we contact your previous supervisor for a reference?				YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

Company				Phone	
Address				Supervisor	
Job Title					
Responsibilities					
From		To		Reason for Leaving	
May we contact your previous supervisor for a reference?				YES <input checked="" type="checkbox"/>	NO <input checked="" type="checkbox"/>

Company				Phone	
Address				Supervisor	
Job Title					
Responsibilities					
From		To		Reason for Leaving	
May we contact your previous supervisor for a reference?				YES <input type="checkbox"/>	NO <input type="checkbox"/>

DEMOGRAPHICS				
<p>For purposes of Affirmative Action, we are requesting that you fill out the data below. This data will in no way be used to influence your possible selection for any position. The purpose of collecting this data is statistical and may help this office to determine whether advertising is reaching all segments of the community.</p>				
GENDER:	FEMALE <input type="checkbox"/>	MALE <input type="checkbox"/>		
ETHNICITY:	WHITE <input type="checkbox"/>	ASIAN <input type="checkbox"/>	BLACK or AFRICAN AMERICAN <input type="checkbox"/>	AMERICAN INDIAN or ALASKA NATIVE <input type="checkbox"/>
NATIVE HAWAIIAN or PACIFIC ISLANDER <input type="checkbox"/>		TWO or MORE RACES <input type="checkbox"/>		OTHER <input type="checkbox"/>

IN CASE OF EMERGENCY, PLEASE NOTIFY:			
Name:			Name:
Relationship:			Relationship:
Home Phone:			Home Phone:
Work Phone:			Work Phone:
Cell Phone:			Cell Phone:

DISCLAIMER AND SIGNATURE

Signature		Date	
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I certify that all information supplied on this application is accurate and truthful to the best of my knowledge. I understand that any misrepresentation of facts is cause for refusal of employment and/or termination of employment.

I understand that, if I am hired as a seasonal or part-time employee, I am not eligible for any City of Bridgeport sponsored benefits.

In the case of an emailed application, entering your name above will constitute an electronic signature. You may be asked to sign this application in person if you are offered a position with the City of Bridgeport.

It is the policy of the City of Bridgeport to employ, train, compensate, and promote individuals without regard to race, religion, national origin, sex, sexual orientation, age, disability, veteran status, or other characteristics protected by law.