



St. Vincent de Paul
SOCIETY OF LANE COUNTY

IT Director

\$75,000.00 - \$80,000.00 per year

Benefits

- Health insurance
- Paid time off
- Dental insurance
- Vision insurance
- Employee discount
- Employee assistance program

Eugene, OR 97408

Knowledge & skills

Hardware & software

- Configure and deploy networking equipment (routers, firewalls, switches)
- Configure and maintain servers (physical and virtual)
- Maintain server backups and restore systems on mission-critical equipment
- Inventory management and control (managing assets and tracking distribution)
- Ordering management (handling user order requests and user relations)
- Configure, install, and deploy equipment (desktops, laptops, printers, scanners)
- Configure and install software per company standards
- Follow update/upgrade procedures and policies

Networking

- Knowledge of IP addressing and common networking protocols

- Manage, identify, troubleshoot, and document network connectivity and performance issues

- Knowledge of ISP/Communication Providers and Virtual Private Networks (VPNs)

Technical

- Knowledge of databases (SQL, FMP, Access)

- Knowledge of scripting (CLI, Powershell, Bash)

- Ability to translate tech jargon into plain English

Organizational Leadership

- Employee management and teambuilding (oversee and recruit employees)

- Project management (allocate tasks, set timelines, and allocate resources)

- Establish IT policies, strategies, and standards

- Crisis and change (set backup/restore plans, develop upgrade vectors)

Infrastructure

- Configure Mobile devices (cell, tablet, hotspot, Cradlepoint)

- Configure Security systems (cameras, doors, endpoints)

- Configure specialized end devices (APs, VOIP)

- Understanding of company safety and security standards

Coordination

- Inter-department resource coordination

- Vendor coordination

- Troubleshooting and problem-solving

- User account creation and setup in an AD environment

- Email account setup in Office 365 Exchange

- Provide common user requests (access, password resets, etc.)

HOW TO APPLY If you feel you are qualified and want to apply for this position submit a St. Vincent De Paul (SVdP) job application online at <https://apply.svdp.us/>

All employees and prospective employees will receive equal employment opportunity without regard to race, color, religion, sex, age, national origin, disability or any other trait protected by applicable law. Promotions, transfers, training, compensation, benefits and all other employment considerations will be administered without regard to race, color, religion, sex, age, national origin, disability or any other trait protected by applicable law. Veterans are encouraged to apply.