

HELP WANTED: City of New Bedford is seeking to fill a Computer Operations Support Specialist position

PAY: \$18.25hr – \$25.54hr

Responsibilities include, but not limited to, data processing and data entry using GIS, databases and Lucity; trains department employees in the use of systems; supports department employees in use of systems; assists in troubleshooting computer systems; diagnoses and resolves minor computer hardware/software problems.

Experience with general computer operating systems such as Windows 7 and/or 10, Microsoft Office, and database management systems, including but not limited to, Microsoft Access. Experience with personal computer hardware, software and peripherals.

Communication skills including listening and writing.

The following qualifications are preferred but not required: Experience with GIS. Experience with computer operations support in a network environment. Experience/exposure with end user support and training. Experience with computer programming, Adobe, AutoCad, asset management systems (e.g. Lucity, City Works, Maximo, etc.) Experience in reading and interpreting engineering plans. ESRI certifications, AP certifications and training.

For more information, please visit:

Employment Opportunities

Applications will be accepted until a suitable candidate is found. EEO

New Bedford has a residency requirement.