



County of Galveston

Human Resources

JOB POSTING NOTICE

Galveston County is seeking a new Application Support Specialist for Information Technology Department!

The Application Support Specialist role is to deliver support to end users in the organization about how to use various types of software programs efficiently and effectively in fulfilling business objectives. This includes troubleshooting applications and software for all internal customers, such as operations, development, and other business units.

JOB TITLE: Application Support Specialist I

DEPARTMENT: Information Technology

ANNUAL SALARY: \$40,442.24

JOB GRADE: 16A

OFFICE ADDRESS:
722 Moody Avenue
Galveston, Texas 77550

OFFICE HOURS:
8:00am to 5:00pm,
Monday – Friday

PHONE: (409) 770-5418

FAX: (409) 770-5351

WEBSITE: <http://www.galvestoncountytexas.gov/hr/Pages/Jobs-Online.aspx>

BENEFITS:

- Medical
- Dental
- Vision
- Disability
- TCDRS Retirement
- AUL Alternate Plan

TO APPLY:

To apply please visit our website: <http://www.galvestoncountytexas.gov/hr/Pages/Jobs-Online.aspx> and fill out our online application or apply in person at 722 Moody, 3rd Floor Human Resources Office.

QUALIFICATIONS/REQUIRED SKILLS

- 4+ years in IT or a degree in Computer Information Systems or Computer Science
- STRONG customer service and team collaboration skills
- Excellent written and oral communication skills
- Ability to build trust operating with dignity and respect
- Excellent problem solving skills
- Good time management skills and ability to work with minimal direct supervision
- Comprehensive understanding of relational database configuration and structures
- Expertise in performing data queries and data modifications at the database level
- Ability to analyze and document business processes
- Must be able to pass a Criminal Background check
- Must be able to pass a driver’s license background check
- Must possess a valid Texas Driver’s License
- Knowledge and/or experience in county government is a plus but not required
- Basic understanding of accounting principles is preferred but not required

Date Posted:

11/4/2016

ADA/Equal Employment Opportunity Employer/VETS WELCOME