



Ottawa County Central Dispatch Authority West Olive, MI

Network Administrator

Salary Pay Range: \$73,585 - \$90,141

Ottawa County (MI) Central Dispatch Authority (OCCDA) is seeking to hire a Network Administrator. The current Network Administrator is retiring after several years of service. OCCDA is the public safety answering point for all 9-1-1 calls in Ottawa County and is responsible for dispatching all police, fire and EMS to emergencies in Ottawa county (population 291,000). The Network Administrator position plans, directs and oversees all computer operations for the organization.

Specific responsibilities include maintaining the organization's computer aided dispatch system (Tyler Technologies) and county-wide police records management system. Additional responsibilities include maintaining and optimizing computer hardware and software, maintaining a robust cyber security program and maintaining a wide area private data network for police and fire departments. The Network Administrator works closely with user agencies to address user agency needs and troubleshoots issues as they arise. The Network Administrator responds to emergency technical issues as needed and may be required to work outside of normal business hours.

Qualifications include possession of a bachelor's degree in computer science, information's systems, or related field. Three or more years of experience performing network administration, programming, computer support or related duties. Knowledge of municipal operations as they relate to the use and capabilities of a computer network system and applying complex operating systems and interactive programs to municipal operations. the ideal candidate will be able to embrace the always evolving IT needs of the 9-1-1 industry.

OCCDA offers a comprehensive fringe benefit package including health, dental and vision insurance, a MERS 401a with a 5% match, MERS 457 with a 20% match, long term and short term disability programs, paid personal, sick and vacation time.

Please visit <https://www.ocdda.org/> to learn more about OCCDA and to apply for this position.

Applications accepted through August 31, 2021 or until the position is filled.

SPECIAL REQUIREMENTS: Complete background and criminal history investigation including fingerprinting required as a condition of employment. Must have a valid Michigan Driver's License, or the ability to obtain one prior to beginning employment.