



Clark County SYSTEMS TECHNICIAN I/II

SALARY	\$31.20 - \$49.74 Hourly	LOCATION	Clark County - Las Vegas, NV
JOB TYPE	PERMANENT	JOB NUMBER	31702
DEPARTMENT	District Court	OPENING DATE	08/04/2026
CLOSING DATE	8/18/2026 5:01 PM Pacific	MAX NUMBER OF APPLICANTS	250

ABOUT THE POSITION

The Eighth Judicial District Court is seeking a qualified Systems Technician. The Systems Technician designs, selects, installs, maintains and provides user assistance for personal computer and network equipment; develops interfaces between departmental equipment and other County computer systems.

Systems Technician I - is the entry level in this technical support series. Initially under close supervision, incumbents learn County hardware and software as well as departmental activities and requirements. This class is alternately staffed with Systems Technician II and incumbents may advance to the higher level after gaining experience and demonstrating proficiency, which meet the qualifications for the higher level class.

Systems Technician II - is the journey or experienced level in this class series, fully competent to provide user assistance and solve varied problems related to personal computer and network acquisition, installation and usage. This class is distinguished from Senior Systems Technician in that the latter is the working lead level in this class series, responsible for the work of a small groups of technicians in addition to performing the most complex systems support work.

Systems Technician I - \$64,896.00 - \$95,784.00

Systems Technician II - \$69,992.00 - \$103,459.20

This examination will establish a Promotional list to fill current and/or future vacancies that may occur within the next three (3) months at either level or may be extended as needed by the Office of Human Resources. The Systems Technician I is a training underfill position, upon successful completion of the probationary period (520 hours worked to 2,080 hours worked) and the training program, which is up to two (2) years, the successful candidate will be non-competitively promoted to Systems Technician II.

Some positions may be non-union positions and are excluded from membership in the union.

MINIMUM REQUIREMENTS

Education and Experience:

Systems Technician I - Equivalent to two (2) years of college-level course work in computer science, information systems or a field related to the work AND two (2) years of full-time experience in installing and troubleshooting personal computer hardware and software.

Systems Technician II - In addition to the above, one (1) year of full-time experience in installing and troubleshooting personal computer and network hardware and software. Possession of a four-year degree in an appropriate field is desirable.

Qualifying education and experience must be clearly documented in the "Education" and "Work Experience" sections of the application. Do not substitute a resume for your application or write "see attached resume" on your application.

Licensing and Certification: Specified positions may require possession of a valid Nevada Class C Driver's License at time of appointment.

Background Investigation: Employment is contingent upon successful completion of a background investigation. Periodically after employment background investigations may be conducted.

Citizenship: Candidates must be legally authorized to work in the United States. **Please note**, Clark County does not provide H1B visa sponsorships or transfers for any employment positions.

Pre-Employment Drug Testing: Employment is contingent upon the results of a pre-employment drug examination.

EXAMPLES OF DUTIES

- Designs, installs, tests, documents and maintains local area network systems; troubleshoots and resolves hardware and software problems.
- Designs, installs, tests, documents and maintains personal computer systems; assists users in determining their hardware and software needs; install and customizes software and ensures that vendor hardware and software are functioning appropriately.
- Installs and maintains communications systems between departmental personal computer and network systems and other County computer systems; troubleshoots problems and ensures proper operation of hardware and software.
- Upgrades and modifies operating systems by installing new vendor releases.
- Confers with departmental to determine information system needs; researches vendor hardware and software options; ensures that potential acquisitions coordinate with existing hardware, software and systems.
- Instructs user department staff in the operation of hardware and software; ensures that there is proper written documentation and instructions for non-technical personal computer and network users.
- Provides assistance and instruction to part-time or intern staff; ensures that their work is completed in an appropriate and timely manner.
- Maintains accurate records and files related to work performed.
- Maintains current knowledge of Personal and network hardware and software; makes recommendations for acquisition and upgrading.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a work team.
- Uses standard office equipment in the course of the work; may drive a motor vehicle or be able to arrange for appropriate transportation to various County work sites in order to perform on-site trouble shooting and attend meetings.

PHYSICAL DEMANDS

Mobility to work in a typical office setting and use standard office equipment, stamina to remain seated and maintain concentration for an extended period of time and to lift and carry equipment weighing up to 50 pounds; vision to read printed materials and a computer screen, and hearing and speech to communicate in person or over the telephone.

Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

Employer

Clark County

Address

500 S. Grand Central Pkwy, 3rd Floor
PO Box 551791
Las Vegas, Nevada, 89155-1791

Phone

(702)455-4565

Website

<http://www.clarkcountynv.gov>