



**CLINTON
OFFICE**

1307 E. Townsend Rd.
Saint Johns, MI 48879-
9036
(989) 224-2195

**GRATIOT
OFFICE**

151 Commerce Dr.
Ithaca, MI 48847-1627
(989) 875-3681

**MONTCALM
OFFICE**

615 N. State St.
Stanton, MI 48888-9702
(989) 831-5237

POSITION OPENING

Information Technology Coordinator, Full-Time

Job Posting Date: July 14, 2021
Application Deadline: August 4, 2021

The Mid-Michigan District Health Department (Clinton, Gratiot and Montcalm Counties) is looking for a skilled full-time **Information Technology Coordinator**. This essential position provides a full range of IT activities and support that enhances the agency's abilities to effectively serve the community. This is a professional level position providing leadership and coordination for complex multi-user agency network/hardware operating systems including evaluation, design, installation, configuration, maintenance and technical support. The successful applicant will be able to multi-task, work in a fast-paced environment and have a focus on the end user.

Qualifications:

- Possession of a Bachelor's Degree in computer science, information systems, or a related field; or the equivalent in terms of work experience and/or education.
- A minimum of two (2) years of professional information technology experience in the public or private sectors.
- Possession of a valid Michigan vehicle operator's license and personal transportation, and ability to travel as required.

Starting hourly rate - \$26.19.

Competitive benefit package includes 13 ½ paid holidays, sick leave after 30 days, defined benefit retirement plan and health insurance plan that offers a zero-dollar employee contribution just to name a few.

If you have any specific questions regarding the position responsibilities, please email hr@mmdhd.org. Qualified applicants may submit a cover letter and resume along with a completed employment application that may be downloaded from our Agency website at www.mmdhd.org under – About MMDHD/Careers and send to: Mid-Michigan District Health Department, Attn: Human Resources, 615 N. State St., Suite 2, Stanton, MI 48888 or e-mail: hr@mmdhd.org by August 4, 2021. EOE.