

Position: LAN/WAN Administrator, Computer Technician
Contact Person: Judy Parsons, Human Resources
Telephone: (620) 424-5209
Facsimile: (620) 356-4306

LAN/WAN Administrator, Computer Technician

Pioneer Electric Cooperative, Inc. is seeking professional individual for the vacant position of **LAN/WAN Administrator, Computer Technician** in its Ulysses, Kansas office. Responsibilities include serving as backup to System Administrator and assisting with coordinating all management information activities with the Service Bureau; developing and maintaining the Cooperative's and its subsidiaries Information Technology Plan; and establishing/maintaining a reliable and secure Window's based local/wide area network comprised of a digital telephone system and 120 desktop/tablet users located in three offices and in the field. Will provide troubleshooting, technical support and coordinate training relating to networking, use of smart phones, all computer hardware and Microsoft and utility industry specific applications, Internet and Exchange e-mail. Will assist with evaluating new software/hardware to take advantage of automation, serve as liaison to service bureau and other vendors. Must possess excellent oral and written communication skills, including the ability to interact daily with other employees, develop presentations, maintain and document all necessary operating procedures and applications, and assist with developing annual Technology budget. Attention to detail and able to organize work to meet deadlines with minimal supervision required.

Bachelor's Degree in Computer Science or related field. A minimum of two years of support experience with computers, software and wide or local area networks is preferred.

Salary commensurate with education and experience. Competitive benefit package includes employer provided family medical, dental, vision and life insurance, pension and 401(k) plan with employer matching contribution, holidays, vacation and sick leave.

Finalist will be required to successfully pass a post-offer physical examination, drug/alcohol test and must possess a valid drivers' license and reside in the service territory at the time of hire.

Applications for employment can be downloaded by visiting www.pioneerelectric.coop or resumes may be sent to Pioneer Electric, ATT: HR- LAN/WAN Administrator, Computer Technician, PO Box 368, Ulysses, KS 67880 or email jparsons@pioneerelectric.coop. **Deadline for submission of resumes is Friday, March 9, 2012.** Pioneer is an E.O.E.