



Law Enforcement IT Analyst

Serving Watertown and Jefferson Law Enforcement

Explore. Thrive. Belong.

Jefferson County is the Heart of the Heartland. We offer the best of Wisconsin living with safe, family oriented, vibrant business and civic communities surrounded by picturesque farmland. Jefferson County is proud of our small-town living options and easy access to major urban centers.

WHAT YOU WILL DO

The purpose of this position is to support the Information Technology (IT) needs of the Jefferson County Sheriff's Office and Watertown Police Department. This includes installing, testing, troubleshooting, repairing, and maintaining microcomputers, virtual equipment, networks, data communications, and related equipment. The position also provides technical assistance and training to users, ensuring the effective operation of all technology systems within these agencies. This position will be based 70% in Jefferson and 30% in Watertown.

SOME ESSENTIAL RESPONSIBILITIES

You will be successful in this role by completing the following tasks and responsibilities:

- Administers, configures, and maintains support for various software and hardware systems, including Computer Aided Dispatch (CAD), Mobile Data Computers (MDC), Records Management System (RMS), and squad/body cameras, with an in-depth knowledge of Computer Information System (CIS) records management system.
- Implements and develops best practices for records management, computer-aided dispatch, traffic accidents and citations, mobile data, and audio/video recording systems. Establishes user profiles, environments, and security for network applications.
- Maintains accurate file databases for CAD, oversees the E911 address verification process, and develops public safety data reports.
- Provides technical support and training to users, troubleshooting and resolving hardware/software issues.
- Coordinates E911 Dispatch services, monitors, and manages radio systems, and supervises vendor maintenance work.
- Manages purchasing and asset control for radio, electronic, and technology equipment. Assists with budget development and management.
- Acts as a liaison between radio system subscribers and various agencies. Establishes and maintains relationships with officials from other counties and agencies.
- Installs and upgrades various network clients, PCs, servers, printers, phones, tablets, and other network hardware/software components. Troubleshoots to isolate, diagnose, and correct common computer, computer equipment, applications, and network issues.

Requirements:

- An associate's degree in information systems, Computer Science or a closely related field.
- One to two years related experience in PC Hardware and software installation and troubleshooting in a network environment.
- A+ Certification and prior experience in public sector setting, preferably with a county or municipality.
- Valid driver's license.
- Must be able to pass an FBI Criminal background check and financial background check.

Preferred Requirements:

- A bachelor's degree in information systems, Computer Science or closely related field.
- Three years related experience in PC hardware and software installation and troubleshooting in a network environment, or any combination of education and experience that provides equivalent knowledge, skills and responsibilities.



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Wages

Starting salary from \$64,064 to \$72,900, and up to maximum salary of \$81,900 for candidates meeting exceptional experience in all areas and exceeding desired qualifications

Jefferson County offers an excellent, comprehensive benefits package.

Benefit Highlights

Paid vacation, Sick pay, and Holidays Health insurance* Health insurance opt Out Plan * Dental & Vision Insurance*
* Wisconsin Retirement System* Health Savings Account * Deferred Compensation Program*
*Group Life insurance *

Employees at Jefferson County Value

Competitive Pay Excellent Benefits* Great Coworkers* Flexibility* Advancement & Opportunity* Family Culture*

HOW TO APPLY: For a full job description and link to apply online, please visit the County's web site at jeffersoncountywi.gov. Interested applicants should submit a cover letter and resume in addition to the online Jefferson County application.

Jefferson County is an Equal Opportunity Employer