



Senior IT Support Specialist

Topeka, KS

KHRC is looking for a Senior Information Technology Support Specialist. Key duties include:

- Acts as the lead technology support specialist for installing, testing, monitoring, troubleshooting, and repairing computer systems, networks, and peripherals.
- Oversees the management of the corporate trouble ticketing system.
- Oversees the work assigned to IT Specialists.
- Delegate the work of others as assigned by Director.
- Provides input and recommendations on corporate technology upgrades, security patches, hardware, and software.
- Participates in corporate or divisional meetings as assigned.
- Performs IT training to corporate staff, as necessary.
- Acts as the lead technology member for MS Exchange server administration.
- Responsible for ensuring the IT hardware inventory is maintained.
- Responsible for ensuring that proper industry best practices are understood and followed.
- Provides weekly reports and briefings to IT Director

Knowledge, Skills and Experience

Bachelor's degree from an accredited college or university. Four years of IT network management work experience along with Microsoft certifications. A combination of education and experience may be accepted as determined relevant by KHRC.

What We Offer

Paid Time Off
Discretionary Day
Paid Holidays
Paid Maternity/ Paternity Leave
Medical, Dental, and Vision Insurance
Retirement Plan
Hybrid Work Schedule
Tuition Assistance
Paid Covered Parking

Resumes will be accepted until Friday, June 28, 2024.

785-217-2001 | KSHOUSINGCORP.ORG | 611 S. KANSAS AVENUE, SUITE 300 | TOPEKA, KANSAS 66603

Kansas Housing Resources Corporation

We help Kansans access the safe, affordable housing they need and the dignity they deserve.

KHRC is committed to providing access, equal opportunity and reasonable accommodation to all individuals in employment, its service, programs and activities.

TO APPLY, SEND COVER LETTER AND RESUME TO:

Deanna Johnson

Director of Human Resources
611 S Kansas Avenue, Suite 300
Topeka, KS 66603

PHONE:
785-217-2001

WEBSITE:
kshousingcorp.org

EMAIL:
hr@kshousingcorp.org

Starting pay for this position is
\$30.00/hour.