CHITIMACHA TRIBE OF LOUISIANA

<u>TITLE OF POSITION</u>: COMPUTER SYSTEMS SPECIALIST

<u>DEPARTMENT</u>: INFORMATION TECHNOLOGY DEPARTMENT

<u>JOB SUMMARY:</u> Administers and coordinates the implementation of all computer systems infrastructure. Ensures the security and reliability of servers and systems to support the goals and objectives of tribal government operations.

<u>EDUCATION AND/OR EXPERIENCE:</u> Bachelor's Degree in IT, MIS, Computer Science, or related field AND Five (5) years' experience in computer system administration. Certifications in CompTIA Server+, CompTIA A+, and MCSE are preferred.

<u>ADDITIONAL REQUIREMENTS:</u>
- Must be able to successfully pass a background screening/investigation.
- Subject to pre-employment and random drug screen.
- Valid driver's license is required when driving vehicles for work-related purposes.

<u>BENEFITS:</u> Medical Insurance (Federal Program), Dental / Vision Insurance, Critical Illness Insurance, 401(k) Employer Match, Paid Time Off (PTO), Employee Discounts, Employer Paid Life Insurance, Short Term / Long Term Disability, and Life Insurance.

<u>HOW TO APPLY:</u> View our website www.chitimacha.gov, or visit the Human Resources Department at 230 Chitimacha Loop, Charenton, Louisiana. Applications are accepted: Monday–Thursday 7:30 a.m. – 5:00 p.m. and Friday 7:30 a.m. 11:30 a.m.

<u>CLOSING DATE: MONDAY, JULY 14, 2025.</u>

PREFERENCE WILL BE GIVEN TO QUALIFIED NATIVE AMERICANS PURSUANT TO PUBLIC LAW 93-638 AND THE INDIAN SELF-DETERMINATION AND EDUCATION ASSISTANCE ACT AND THE INDIAN CIVIL RIGHTS ACT 25 U.S.C. 450e(B).