**Employment Opportunity**

**IT Manager**

$5957 - $8136/mo. DOQ. This is an exempt, full-time (40 hrs/wk), benefited position.

The City of West Linn is seeking an exceptional IT Manager.

Under the general supervision of the Chief Financial Officer, the IT Manager performs professional level services for all City departments. Ensures the streamlined operation of the IT Department in alignment with the City of West Linn technology goals. Coordinates and provides hands-on maintenance on existing hardware and operational software. Manages the desktop and network staff, and day-to-day operations of the IT Department. Recommends and implements technological growth to meet the needs of the City and individual department users.

Minimum qualifications include a Bachelor’s Degree in Computer Science or a related field; five (5) years progressively responsible technical knowledge and experience in computer operating systems, with specific experience with Microsoft Windows operating systems and virtual technology. Requires the ability to effectively supervise department staff. Experience using Incode software and HTE public sector application, desirable. Experience with budgeting and purchasing responsibilities is desired.

The salary range is commensurate with experience, up to $97,6324/annually, including an additional 3% pay which may be contributed to deferred compensation. Management benefit package provided. Qualified candidate must pass pre-employment background check and reference check.

To be considered for this position, qualified applicants must submit a completed City of West Linn employment application, resume, veteran’s preference qualifying documents (if applicable) and letter of interest to the Department of Human Resources at West Linn City Hall. Open until filled. Application packets are available at [**http://westlinnoregon.gov**](http://westlinnoregon.gov), West Linn City Hall, 22500 Salamo Road, West Linn, OR 97068; or by calling (503) 657-0331. EEO.

*Veterans Preference: The City of West Linn provides qualifying veterans and disabled veterans with preference in employment in accordance with state law. Any candidate wishing to have their qualifying veteran’s preference applied to the process must submit a qualifying document (DD Form 214 or 215) at the time of application as well as the City’s Veteran’s Preference Form, providing proof of eligibility that includes discharge status. Disabled veterans must also submit a copy of their Veteran’s disability preference letter from the US Department of Veterans Affairs at the time of application, unless the information is included in the DD Form 214 or 215.*