

INFORMATION TECHNOLOGY SPECIALIST

Continental Divide is looking for an Information Technology Specialist for the Grants Office. Applications will be taken through Friday, February 8, 2019.

Applicant must be able to assemble, configure, maintain and join personal desktop computers, laptops, mobile devices, smart phone, printer, IOS devices etc. onto a Microsoft Windows domain. Able to maintain

A Touchstone Energy
Cooperative 

user security using Active Directory, user profiles and policies. Physically assemble and configure network hardware components including certifying cable connections. Able to assist users upon request (Help Desk). Required to support configure and maintain phone system, surveillance equipment and document imaging software. Responsible for assessment of new software upgrades and patches to all systems supported by the IT Department. Experience in PCI compliance.

Applicant must have a minimum of a two year diploma from a technical institute in Computer Information Systems or equivalent combination of education and experience proving equivalent knowledge. Additional education in Microsoft applications and networking concepts is preferred. Must have a minimum of two (2) years experience in a computer support role.

Applicants may submit their resume, cover letter and three letters of recommendation to Continental Divide Electric Cooperative, Inc., Attention: Corina Sandoval, P.O. Box 1087, Grants, New Mexico 87020 or e-mail to csandoval@cdec.coop. Or pickup an application at our Grants or Gallup offices or download it off our website cdec.coop.