



WE ARE HIRING!

Salary range:
\$5,358-\$6,630
per month DOE,
plus excellent benefits



**The City of Pendleton is an
Equal Opportunity Employer**

INFORMATION TECHNICIAN

The City of Pendleton is looking for a full-time Information Technician to join our team at the City of Pendleton.

Nestled at the foot of the Blue Mountains, Pendleton has a great work life balance with room to grow professionally. The City of Pendleton offers excellent benefits and has many programs to help each team member advance their skills including college tuition reimbursement and training opportunities.

An Information Technician is responsible for supporting technology related projects and must rely on knowledge and experience to successfully execute a variety of tasks. The Information Technician works directly with internal customers to diagnose, document, and respond to issues and requests for service with various departmental information technology.

Some responsibilities include:

- Installing, implementing, testing, and servicing city owned computer hardware, software, peripherals, and servers
- Provide technical assistance to end users, report bugs and systemic issues, develop program improvements and implement upgrades
- Assist in monitoring systems effectiveness, evaluate and recommend improvements

Additional information and job application available at
<https://pendletonor.gov/hr/page/employment>

REQUIREMENTS:

- Associates degree from an accredited college or university or 3-5 years relevant experience
- Must possess, or be able to obtain by time of hire, a valid driver's license.
- Must be able to pass the department's security clearance standards including review of criminal history and driving record.
- Must be able to obtain CJIS Security Level 4 clearance within six months of hire

Applications are available at
<https://pendletonor.gov/hr/page/employment> or
at City Hall, 500 SW Dorion, Pendleton, Oregon

**This position is open until filled with first review
July 25 2025, and subsequent reviews every two
weeks.**