



Town of Indian River Shores  
6001 Highway A1A  
Indian River Shores, FL 32963

## Chief Technology Officer

Salary: \$52,000  
Job Type: Part-time 20 hours weekly

### Description

The Chief Technology Officer will maintain a reliable, secure, and efficient data communications network. The ideal candidate will be able to deploy, configure, maintain, secure and monitor firewalls, switches, and all other network equipment to ensure smooth operations of the Town Information systems.

### Job Overview

- Responsible for maintaining and securing the Town's data network and IT systems.
- Support VoIP, wireless, video, and web applications for the Town and Public Safety.
- Liaise with local, state, and federal agencies on cybersecurity and IT operations.
- Abide by the "Law Enforcement Code of Ethics".
- Oversees Town website.

### Examples of Duties

- Conduct updates and expansions of network devices and equipment.
- Perform the periodic maintenance of network systems, including security auditing.
- Conduct capacity planning and give recommendations to ensure the continuing optimal performance of agency networks.
- Manage agency wireless and video delivery infrastructure, to include all Public Safety applications and infrastructure.
- Support and troubleshoot all local and wide area networking connections, hardware, and software.
- Secure agency network systems.
- Assist in maintaining agency firewalls.
- Attend and support IT functions at all Town meetings.
- Assist in application design and implementation.
- Create and maintain documentation related to installations and configurations.
- Assist in maintenance of Town and Public Safety websites.
- Perform other responsibilities as required.

## Qualifications

- Bachelor's degree in related field or equivalent experience and training.
- CJIS, NCIC, and FDLE certifications must be obtained after the start date if not already possessed.
- Cisco, VMWare, Microsoft, CompTIA or equivalent certifications preferred.
- Experience in administrating LAN/WAN networks, enterprise level Wi-Fi networks, firewalls, and Windows Server.
- Knowledge of physical LAN/WAN cabling standards and installation.
- Understanding of VPNs, network encryption, DMZ architecture, and secure remote access.
- Knowledge of network security procedures, tools, and hardware solutions.
- Experience with DNS, DHCP, and general communication protocols.
- Experience with VoIP end points, trunks, and carrier SIP solutions.
- Experience with Storage Area Networks preferred.
- Customer service and communication skills.
- Ability to pass a criminal background and drug screening.
- Flexibility to work extended hours, nights, and weekends.
- Valid Florida driver's license.

## Working Conditions

- Indoor and open shop environments.
- Possible exposure to uncontrolled climate, electrical hazards, bright and dim light, dust and pollen, extreme heat and or cold, wet, or humid conditions, extreme noise levels, fumes and or noxious odors, traffic, moving machinery, and working above the ground or floor level.
- Routine lifting of objects up to 50 pounds.
- Normal daytime hours requiring on-site presence. This position is subject to being called out and may be required to work overtime when necessary. Remote work may be permitted during after-hours emergencies when immediate on-site presence is not required.
- The Town also provides opportunities for training and advanced certifications.

## ADA Requirements

- Requires medium to heavy work that involves walking or standing a significant amount of the time, exerting from 20-50 pounds of force on a recurring basis, and skill, adeptness, and speed in the use of fingers, hands, or limbs on repetitive operation of mechanical and electronics, office equipment, machines or tools within narrow to moderate tolerances or limits of accuracy.
- The job requires normal visual acuity and field of vision, hearing, speaking, color perception, sense of taste, sense of smell, depth perception and texture perception.

## Equal Opportunity Employer

The Town of Indian River Shores is an Equal Opportunity Employer. ADA requires the Town to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss any requested accommodations with our Human Resources Department.

## Veterans' Preference

Pursuant to Chapter 295, Florida Statutes, candidates eligible for Veterans' Preference will receive preference in employment for career Service vacancies and are encouraged to apply. Candidates claiming Veterans Preference must attach supporting documentation with each submission that includes character of service (for example, DD Form 214 Member Copy #4) along with any other documentation as required by Rule 55A-7, Florida Administrative Code. All documentation is due by the close of the vacancy announcement.

Interested parties should send their resumes or questions to [dwiltzius@irshores.com](mailto:dwiltzius@irshores.com).