



COMPUTER TECH

The Sweet Home Central School District is a forward-thinking educational institution dedicated to providing an exceptional learning environment for its 3,900+ students. With almost half of our student population contributing to our diverse school community, we pride ourselves on fostering academic excellence, creativity, and a strong sense of belonging. We value diversity and are committed to creating an inclusive and equitable environment where every student can thrive.



NOTICE OF ANTICIPATED VACANCY

Position Overview: We are seeking a passionate and dedicated **Microcomputer Specialist** committed to our diversity, equity, and inclusion mission: Cultivating a community where all members experience a sense of belonging. As a vital member of our team, you will play a crucial role in shaping the future of our students.

Start Date: ASAP

Building: District Office/IT Department

Position Status: Full-time, 12 months, 8 hrs/day

Qualifications: Associates Degree in Information Technology or related field, OR an equivalent combination of training and experience. Minimum 3 years' experience in IT support of a multi-user environment. Strong troubleshooting skills, excellent attention to detail, driven to learn/improve skills, team-oriented, outstanding customer service, effective oral and written communication skills. Expertise with Microsoft Windows desktop and server operating systems.

Key Responsibilities:

- Assists faculty, staff and students with everyday computer needs in an environment that has over 4,000 clients. The employee in this position will support and assist colleagues within the Technology department on other projects as necessary and applicable;
- Collaborate with other technicians to support clients remotely and in the field;
- Install, repair and maintain microcomputer equipment and related components; install, repair and maintain audio visual equipment;
- Operate appropriate diagnostic and testing equipment; troubleshoot, evaluate and service wired and wireless networks;
- Troubleshoot, evaluate and service microcomputer network within District. Responsibilities include the installation, maintenance and updates of Macintosh desktops/laptops and Windows desktops/laptops, support of a multi user environment with central file storage, 1:1 and multi user iPad environments, Microsoft Office suites, antivirus and Google Apps for Education support.

How to Apply: Complete an application on [WNYRIC](#) or [SchoolFront](#). Applications can also be printed at www.sweethomeschools.org/jobs and submitted to: Finune O. Shaibi, Director of Human Resources, 1901 Sweet Home Road, Amherst, NY 14228.

Date Posted: April 8, 2026

Closing Date: Until Filled

SALARY RANGE

From: \$23.70/hr


To: \$25.00/hr

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EVERY STUDENT, ONE COMMUNITY, READY FOR THE FUTURE.

 716-250-1413

 sweethomeschools.org

 1901 Sweet Home Road
Amherst, NY 14228