

## IT Technician Opening Special Prosecution Unit

Opening available September 2025 for a IT Technician with the Special Prosecution Unit headquartered in Huntsville, Texas with offices around the state. Location of this position is in Huntsville. The Special Prosecution Unit prosecutes all crimes that occur in and on the property of the Texas Department of Criminal Justice.

The position requires at least 3-4 years of help desk or IT support experience with computers, networking, office suite software and Microsoft Windows including server products software. Experience installing and maintaining VOIP phone systems is preferred, but not required. Have a valid Texas driver license.

Job responsibilities include: The duties described below are indicative of what the IT Technician will perform; other duties may be determined and assigned as needed:

Provide hardware and software technical support to SPU and Staff via phone, email, remote access, on site.

Travel to SPU locations to perform necessary installations, repairs, and troubleshooting. Ensuring timely arrival, documentation, and resolution of issues at SPU locations.

Provide 1<sup>st</sup> contact with Staff via phone, email, or remote access that correctly assess the issue, obtains necessary information, priority, and path to resolution.

Troubleshoot, diagnose and resolve technical issues related to computers, software, networks, and other IT systems.

Work with third-party software and hardware providers for installation, maintenance, and troubleshooting.

Some travel will be required.

Salary range is \$65,000 to \$71,500 depending on experience.

Please submit completed resume, Walker County application and cover letter to:

Tia Monjaras

[tdoolan@sputexas.org](mailto:tdoolan@sputexas.org)

Special Prosecution Unit

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