

MS DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

Is seeking 1 or more contract workers as a Procurement Technology Consultant. The contract worker will assist with processing contract documents and maintaining divisional documentation for procedures for this processing. Other duties and responsibilities will be assigned as needed. It is understood by the parties that the Contractor shall work under the direction of Procurement Director, or designee, whose responsibilities include assigning, directing, and monitoring the daily work and assessing the quality of the work. Qualified applicants should have a bachelor's degree in a technology related field or 0-2 years directly related experience in procurement, purchasing, or information technology project management. The term of the contract shall be one (1) year. The rate of pay shall be thirty-two dollars (\$32) per hour (not including travel) not to exceed \$66,560.00 per year. All new hires are subject to fingerprinting and a background check. Contract Worker will not be deemed as independent, and all employment taxes will be withheld and matched. Applicants must provide a cover letter, resume, and three (3) professional references to Human Resources via electronic mail at humanresources@its.ms.gov or by hand to 3771 Eastwood Drive, Jackson, MS 39211. ITS will accept applicants until 5:00pm, Thursday, May 7, 2026, for the purpose of hiring a contract worker. For more information, please contact Hailey Tucker by email at hailey.tucker@its.ms.gov or phone at 601-432-8000.