

U.S. District Court
Northern District of Ohio
Career Opportunity
VA #18-06



Programmer/Systems Analyst

Location: Cleveland, Ohio

Reports to: Assistant Director of IT

Position Type: Full-time permanent

Area of Consideration: All qualified applicants

Classification: CL 26 to CL 27

Salary Range: \$46,381 - \$82, 867

Posted: March 29, 2018

Closes: Opened until filled

Applicants who previously applied under this announcement will be considered and need not reapply. You may re-submit if there is an update to the previous application submitted.

The U.S. District Court for the Northern District of Ohio is comprised of eleven authorized District Judgeships, two senior judges, and seven magistrate judges. The Northern District of Ohio is headquartered in Cleveland and has divisional offices in Akron, Toledo and Youngstown. The Court has an immediate opening for a Programmer/Systems Analyst in our Cleveland courthouse.

POSITION SUMMARY:

The District Court's automation support team provides services to 19 judges and 250+ staff members in chambers, the Clerk's Office, and the Pretrial Services & Probation Office. The Programmer/Systems Analyst reports to the Assistant IT Director and performs professional work related to coding, testing, designing, modifying, and adapting existing software for the court's national applications. There will be routine travel within our district as well as occasional travel outside of our district for meetings, conferences, and/or training. Starting salary is dependent upon qualifications and experience. Promotion potential to CL 27 without further competition.

ENVIRONMENT:

The essential functions of the Court operate on national applications developed by the Judiciary. These applications run on Informix database platforms on RedHat Linux servers. Training will be provided on judiciary-specific applications as necessary.

REPRESENTATIVE DUTIES:

- Participate in planning and acquiring specific systems for the court. Collaborate with users to gather system requirements and create plans for implementation, testing, training and software documentation. Manage execution of automation plans and establish training in system use and capabilities, perform testing, establish procedures, and devise security systems for hardware, software, and data.
- Install, configure, maintain and support national applications and other applications that enhance and/or exchange data with these systems; customize applications based on user needs.
- Ensure reliable and effective operations of systems, maintain standard operating procedures, install and test upgrades, and assist with protection and restoration operations.
- Create, maintain, and enhance Java, Perl and UNIX scripts, data/form libraries, and applications using a variety of web-based software.
- Provide primary support for database structures, including Informix and MySQL.
- Develop custom informational and statistical reports for multiple departments of the court.

- Monitor, diagnose and remedy failures, both hardware and software, and coordinate maintenance activities as necessary.
- Conduct backup and recovery for systems as required; implement disaster recovery plans ensuring data security and integrity.
- Perform general IT support services as required and other IT duties as assigned.

QUALIFICATIONS: (Qualifications must be met at the time of application)

- Experience in the development and support of application software.
- Ability to analyze, evaluate and determine automation needs including planning to implement systems to those needs.
- Knowledge of or experience with Perl, Java PHP, ColdFusion, Informix, and SQL databases. Must have knowledge of or be familiar with Linux.
- Knowledge of or experience with Drupal, Visual Basic, MS Office forms/macros, Excel pivot tables, and Tableau data visualization a plus.
- Ability to understand and communicate user needs, collaboratively develop solutions, and train non-technical personnel in technical techniques and processed, ability to learn and participate in a team environment.
- Strong problem solving and research skills, ability to isolate and take corrective action on software and hardware problems.
- Ability to travel within the district as required. Position may also require occasional travel outside of the district for training, meetings or conferenced.

Preferred qualifications include:

- An undergraduate degree from an accredited college or university in computer science or related field, or substantial work experience in a related field is strongly preferred.

BENEFITS:

Employees of the U.S. District Court are eligible for, but not limited to, the following employment benefits:

- Accrual of paid vacation and sick leave days; and paid holidays
- Participation in pre-tax benefit programs (health, dental, and vision insurance programs, flexible spending accounts, commuter reimbursement benefit)
- Group life insurance and long term care insurance
- Participation in the Federal Employees Retirement System (FERS)
- Traditional (pre-tax) and Roth (post-tax) retirement savings and investment plan through the Thrift Savings Plan (TSP) with employer matching contributions
- Federal court employees can join the Federal Court Clerks Association, a national, professional court organization
- Fitness center
- Transit subsidy

HOW TO APPLY:

Email the following documents IN A SINGLE PDF to apply@ohnd.uscourts.gov. ALL DOCUMENTS MUST BE PROVIDED TO BE CONSIDERED FOR THIS POSITION:

- Subject of Email should read: **Vacancy 18-06-Programmer/System Analyst.**
- Cover Letter addressing your particular skills and experience; with an explanation of how those skills and experience may contribute to the organization.
- Current Resume.
- List of three (3) professional references.
- Completed Employment application (AO78) found at this link:
<http://www.ohnd.uscourts.gov/careers>

Applicants selected for interviews must travel at their own expense and relocation expenses will not be reimbursed.

All requested documentation must be provided in order to be considered for this position.

THE UNITED STATES DISTRICT COURT IS AN EQUAL OPPORTUNITY EMPLOYER.

All applicants must be a U.S. Citizen or be eligible to work in the United States. All appointments subject to FBI Fingerprint background investigation; with periodic reinvestigation, if applicable. Retention depends on favorable suitability determination. Judiciary employees serve under excepted appointments, and are considered "at will" and can be terminated with or without cause by the Court. All appointments are subject to mandatory electronic funds transfer. All employees are required to adhere to the Code of Conduct for Judicial Employees that is available to review at <http://www.uscourts.gov/rules-policies/judiciary-policies/code-conduct/code-conduct-judicial-employees>

The Court reserves the right to fill more than the advertised number of positions with this announcement, may modify the conditions of this job announcement, or may withdraw the announcement, any of which may occur without prior written or other notice.