UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF WISCONSIN
OFFICE OF THE CLERK

AMENDED
Vacancy Announcement #: 16-04

Systems Analyst/Programmer
CL-27 - $49,064 - $79,751 *
[with promotional opportunity to CL-28 - $58,803 - $95,599]
***Starting salary commensurate with work experience/prior federal government service**

Position will be open until filled, with preference given to resumes received by:
April 4, 2016

Position Overview

The Systems Analyst/Programmer is part of the Information Technology team that is responsible for the implementation and coordination of specifically assigned automation projects for the court unit. The Systems Analyst/Programmer administers the day-to-day operations and support of court applications, such as CM/ECF, to ensure reliable and effective operations. The position performs work related to designing, modifying, and adapting existing and acquired software. The position is responsible for writing code; and under the direction of the Systems Manager may meet with end users to analyze their needs to implement software solutions and perform moderately complex troubleshooting for hardware and software systems.

Representative Duties

Implement and coordinate specifically assigned automation project plans for the court unit.

Modify, adapt, and enhance existing software, including off the shelf, local, and national applications, to allow adaptation to new hardware, correct for errors, or improve performance of the software.

Respond to help desk calls and assist with problems. Act as technical expert/consultant with court managers and chambers to solve computer system problems; regularly use technical expertise as an on-site troubleshooter.

Provide analysis and recommendations to the Systems Manager of user needs and software requirements to determine feasibility of design within time and cost constraints.

Design and produce recurring and special management reports using system capabilities, including regular statistical reports required by the Administrative Office, regular local management reports, and special reports upon request.

Confer with technical staff and end users to develop and modify programs and scripts based on defined specifications, including exchanging information on project limitation and capabilities, performance requirements, and interfaces.

Install new or revised releases of national systems; install hardware systems.

Assign database accounts and passwords, establish employee and group permissions for different applications, and monitor security protocols.

Develop new local applications for various operating systems and mobile platforms using appropriate software development methodologies. Keep current on the latest technologies, software development methods, and platforms.

Perform other duties as assigned.

Minimum Qualification Requirements

Requires a minimum of three (3) years of relevant work experience, including user applications, terminology, and methodology, with the equivalent of one (1) year of demonstrated programming experience in Python or Perl. Knowledge of PC hardware/software in order to provide excellent technical support for a user base of up to 80. Demonstrated ability to implement, operate, and document automation systems when system analysis, systems integration, and consideration of hardware and software are a part of the experience. Skill in teaching methods, techniques, and processes which are most successful in training non-automation personnel.

Preference will be given to candidates with the following qualifications:

- Working knowledge of Microsoft Office Suite and Sharepoint
- Knowledge of relational database theory, SQL programming, and associated practical experience using Informix and Microsoft SQL Server
- LAN/WAN experience
- Bachelor's Degree

Federal benefits package. Applicant must be a U.S. citizen or eligible to work in the United States. Position will remain open until filled, with preference given to resumes received by April 4, 2016**.** Current applicants need not reapply, as those resumes will be considered. Only candidates selected for an interview will be contacted. Submit cover letter and resume to: employment@wied.uscourts.gov

THE UNITED STATES GOVERNMENT IS AN EQUAL OPPORTUNITY EMPLOYER