



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

**Vacancy Announcement#: 16-04
Systems Analyst/Programmer
CL-27 - \$49,064 - \$79,751 ***

***Starting salary commensurate with work experience or previous federal government service**

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.

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.

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 in 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 design software applications, including exchanging information on project limitation and capabilities, performance requirements, and interfaces.

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 experience in programming. Skill in teaching methods, techniques, and processes which are most successful in training non-automation personnel. Demonstrated ability to implement, operate, and document automations systems when system analysis , systems integration, and consideration of hardware and software are a part of the experience. Knowledge of PC hardware/software in order to provide excellent technical support for a user base of up to 80. LAN/WAN experience preferred. Bachelor's degree preferred.

Federal benefits package. Applicant must be a U.S. citizen or eligible to work in the United States.

Resumes must be received by February 29, 2016. 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