



POSITION VACANCY – 2014-1

April 4, 2014

Clerk's Office, United States District Court
Eastern District of Washington
Spokane, Washington

IT PROGRAMMER ANALYST

Court Personnel System Classification Level: CL 27-28

Depending upon experience, qualifications and previous government service

Career Salary Range CL 27: \$46,365 (minimum) to \$75,407 (maximum)

Career Salary Range CL 28 \$55,579 (minimum) to \$90,375 (maximum)

If hired at CL27, Career Ladder Position with possible promotion to CL 28

Application Closing Date: Friday, April 25, 2014, 5:00 p.m.

Start Date: Approximately June 16, 2014 or as soon thereafter as vacancy is filled

The U.S. District Court Clerk's Office offers an opportunity for self-motivated individuals with excellent interpersonal skills and strong work ethic to launch or continue a career in public service. Our fast paced prestigious environment consists of challenging, rewarding work and great training opportunities.

INTRODUCTION

The U.S. District Court Clerk's Office is accepting applications for an experienced full-time programmer analyst to work in the Information Technology Department. The programmer analyst reports to the IT Manager, and will be responsible for software development and testing and implementing technology solutions for the district. The programmer analyst provides specialized technical support for the Court in the areas of Sharepoint development, database and applications analysis, custom report development, web and shell programming, web and form-based Javascript.

OCCUPATIONAL INFORMATION

The IT Department is responsible for the computer systems, telecommunications infrastructure and new technology for the U.S. District Court, Eastern District of Washington, encompassing

EQUAL OPPORTUNITY EMPLOYER

courthouses in Spokane, Yakima and Richland and over 80 users. Applications are housed on Linux and Windows servers.

The programmer analyst is responsible for installation, configuration, maintenance, and support of court applications resident on Windows servers including databases and data query/retrieval programs; development of custom informational and statistical reports utilizing third party reporting tools or programming languages; configures web services and network applications; implements and monitors data backup and restoration procedures; documents issues and resolutions to problems. Applications supported by the incumbent will include programs and databases which utilize the Microsoft SQL Server or MySQL database management systems.

Working closely with end users and key application stakeholders, the incumbent will analyze functional and operational needs and software requirements relative to the supported database applications and will modify, adapt, and enhance existing software to meet identified needs and court operational requirements. Responsibilities will also include routine database maintenance and application software installation and tuning; system troubleshooting and end-user support relative to supported database applications; testing and installation of new releases of applications and operating system software; and application/database security administration. The incumbent will use development technologies such as ASP.NET, C#, VB.NET, HTML, Javascript, Coldfusion, Drupal, Sharepoint, Apple iOS, SQL Server and MySQL. The incumbent will be called upon to develop and maintain custom web-based interfaces and applications, query tools, and utilities in support of nationally supported and locally developed/acquired applications. The incumbent will perform Windows operating system administration duties as assigned and will also be required to attain and retain a thorough working knowledge of the court procedures, processes, and policies supported by court applications and databases.

QUALIFICATIONS

To qualify for this position, the applicant must be a high school graduate and have two years specialized experience, including at least one year equivalent to work at the next lower level (CL-26). Applicant must be a United States citizen or eligible to work for the federal government.

Specialized experience is progressively responsible experience related to the technical aspects of data processing, office automation, and data communications and their applications, terminology and methodology, including the accomplishment of computer project assignments that involved systems and process analysis, design, programming, implementation, integration, and management.

Physical effort is involved in moving, connecting or troubleshooting equipment. Must be able to lift 35 pounds. Travel to Yakima and Richland, Washington, and occasional travel outside the district will be required.

Specialized Experience:

PREFERRED QUALIFICATIONS

Preference will be given to those candidates who possess:

- Responsible technical experience related to enterprise-level Windows Server/Active Directory/Sharepoint administration and web services;
- Knowledge of web and client/server architecture and IP networking concepts;
- Experience with creating and designing web-based applications and a working knowledge of web programming languages;
- Experience designing and supporting SharePoint applications and sites;
- A working knowledge of structured query language (SQL) and relational databases, particularly MS SQL and MySQL;
- Knowledge of web and client/server architecture and IP networking concepts is also preferred. A solid working knowledge of Linux operating systems and administration including shell operations/scripting and server hardware platform/system management is also preferred, as is a thorough knowledge of Windows desktop and server operating systems;
- A working knowledge of web programming languages and utilities including Perl and Javascript is also preferred;
- Experience writing and testing C#, Java, PHP and/or experience developing applications using Visual Studio or Eclipse;
- Experience at effectively assessing and analyzing end user and organizational needs in order to facilitate the development of highly functional, mission-specific automated systems is highly desired;
- Ability to effectively communicate with and train unit staff;
- Additional preference will be given to candidates whose work experience provides evidence of strong customer service skills; the ability to work cooperatively with clients, team members, and managers; the ability to handle multiple priorities in a fast-paced environment; and the ability to follow an assigned project through to completion on a timely basis.
- A bachelor's degree from an accredited university or college is also preferred.

INFORMATION FOR APPLICANTS

Qualified applicants should submit a U.S. District Court Employment Application, a letter of interest and resume, prior to the deadline, to:

Human Resources Specialist
Office of the Clerk, U. S. District Court
Rm. 840 Thomas S. Foley United States Courthouse
920 West Riverside Avenue - P.O. Box 1493
Spokane, WA 99210

You may also email your application package as 1 document in PDF format to:
HR@waed.uscourts.gov

Applicants may pick-up a U.S. District Court employment application form from the Clerk's Office in Spokane, Richland or Yakima; the application form can also be downloaded from the Court's public web site at: <http://www.waed.uscourts.gov>.

The U.S. District Court requires employees to follow a code of conduct. Selectee is subject to a twelve (12) month probationary period. **The final candidate will be subject to a background investigation.** Employee will be hired provisionally pending the results of the background investigation. The Federal Financial Management Reform Act requires direct deposit of federal wages.

The Court reserves the right to amend or withdraw any announcement without written notice to applicants. If a subsequent vacancy of the same position becomes available within a reasonable time of the original announcement, the District Court Executive may elect to select a candidate from the original qualified applicant pool.

Benefits

Employees of the United States District Court are not covered by the Office of Personnel Management's civil service classification system or regulations, and are considered "at will" employees. Judiciary employees are, however, entitled to the same benefits as other federal employees. These include:

- 13 days paid vacation for the first three years of full-time employment. Thereafter, 20 to 26 days per year dependent upon length of federal service
- 13 days of paid sick leave per year (unlimited accumulation)
- 10 paid holidays per year
- Subsidized medical coverage with employee premiums paid from pre-tax salary (all pre-existing conditions for self and family covered)

Flexible Benefits Program (pre-tax flexible spending for health care and dependent care costs)

Subsidized Life Insurance Options (guaranteed acceptance)

Eligibility for Long Term Disability Plan Group Rate

Participation in the Thrift Savings Plan (similar to a 401K plan, with employer matching up to 5% of your contribution)

Participation in the Federal Employees Retirement System

Creditable service time in other federal agencies, or the military, will be added to judiciary employment when computing employee benefits.

The Eastern District of Washington

The U.S. District Court for the Eastern District of Washington Clerk's Office is headquartered in Spokane, with divisional offices in Yakima and Richland. The court has four active district judges, six senior district judges, and two full-time magistrate judges. These judicial officers and their staff and the Clerk's Office staff total 85.

Conditions of this announcement are subject to modification.

THE UNITED STATES DISTRICT COURT IS AN EQUAL OPPORTUNITY EMPLOYER
AND VALUES DIVERSITY IN THE WORKPLACE.