



**UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF NEW YORK**

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February 5, 2014

**Vacancy Announcement – #15-05/SYSPROG
Systems Analyst/Programmer
Brooklyn Courthouse – 225 Cadman Plaza East**

**Salary range: CL 27/1-28/61 (\$52,809 - \$102,917), commensurate with education and experience.
Closing date for receipt of resumes: Friday, February 13, 2015 or open until filled.**

Position Summary:

The United States District Court has an opening for the position of **Systems Analyst/Programmer** based at the Brooklyn Courthouse, with periodic travel to the Long Island Courthouse in Central Islip. The incumbent reports to the Systems Manager and the Chief Deputy for Automated Services, and is assigned to the IT Department. The incumbent provides database programming and web application support to the court, and is responsible for assisting in modification of existing systems and databases. The incumbent is primarily responsible for writing code and may meet with end users to analyze their needs to implement software solutions.

Duties and Responsibilities:

- Analyze software and hardware IT needs, identify the capabilities of available hardware and software to meet these needs, and advise on the options available for meeting these needs.
- Confer with technical staff and end users to design software applications, evaluate acceptance, and exchange information on project limitation and capabilities, performance requirements, and interfaces.
- Provide analysis of software requirements to determine feasibility of design within time and cost constraints.
- Write code to specifications. Develop custom reports. Prepare flow charts. Perform routine testing.
- Install or assist in the installation of new or revised releases of national systems. Support and develop programs/tools associated with locally developed and COTS software;
- Prepare and maintain the documentation of all locally-developed software used at the site. Perform source code management/release management activities.
- Apply knowledge of Windows OS, Linux OS, APIs such as ODBC, RPCs, and client/server architecture;
- Devise applications and programs to maintain internal and external systems security/integrity.
- Maintain system and user accounts.
- Respond to requests from IT staff and provide follow-up maintenance and support.
- Perform other duties as assigned.

Eligibility Requirements:

To qualify for this position, an individual must have a high school diploma or equivalent, and at least three years of progressively responsible technical experience which provides knowledge of designing, implementing or maintaining computer systems that include the completion of projects involving computer programming, application development and database administration to qualify for the CL 27 level. To qualify for the CL-28 level: thorough knowledge of the functions, processes and methods of a court unit and Judge's Chambers in order to be able to advise on how to develop systems to automate tasks and projects; Knowledge of Informix database and CM/ECF; Knowledge of c# or java; Knowledge of all the following programming languages: HTML, ColdFusion, PHP, Perl, Javascript. Knowledge of Drupal; Knowledge of project management.

The successful candidate must also demonstrate the ability to handle multiple projects and tasks at one time. Additionally, he/she must present a professional demeanor; possess strong office and organizational skills; possess excellent oral and written communication skills; and, must be able to work in a team environment. The incumbent must have the ability to work with confidential and sensitive information, lift and move moderately heavy computer equipment/peripherals and travel to the divisional office as needed. Duties regularly require working during non-business hours.

Applicant Information:

Applicants must be U.S. citizens or lawful permanent residents actively seeking citizenship. Employees must adhere to the Code of Conduct for Judicial Employees. The successful candidate is hired provisionally, pending the results of an OPM Background

Investigation. The incumbent will also be subject to periodic reinvestigations. In addition, the successful applicant must satisfactorily serve a one (1) year probationary period.

Benefits:

Judicial Branch employees are considered “at will” employees and are not subject to the employment regulations of competitive service. However, judiciary employees are entitled to benefits similar to those of other government employees, including paid annual and sick leave, ten paid holidays per year, health and life insurance, a flexible benefits program, and a portable retirement plan with matching contributions. Salary will be based on experience and qualifications. Electronic Fund Transfer (EFT) for payroll deposit is required.

To receive consideration, qualified applicants should submit an application package which includes a resume, a cover letter noting qualifications, along with the [Application for Federal Judicial Employment](#) via email to: nyed-applications@nyed.uscourts.gov. Application packages can also be mailed to:

**U.S. District Court, E.D.N.Y,
225 Cadman Plaza East,
Brooklyn New York 11201
Attention: Jeffery Howell, Human Resources Manager**

Please note Vacancy Announcement #15-05/SYSPROG on your correspondence. Only complete application packages will be considered. Preference will be given to application packages that are received by 2/13/15. Due to the volume of applications received, the Court will communicate only with those individuals who are invited for a personal interview. The court reserves the right to conduct interviews prior to the closing date for receipt of applications. The Court reserves the right to modify the conditions of this job announcement, or to withdraw the announcement, any of which may occur without prior written or other notice.

The U.S. District Court is an Equal Opportunity Employer.