UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF GEORGIA

Website: www.gasd.uscourts.gov

POSITION VACANCY NOTICE

Position Title: Programmer/Analyst

Vacancy Announcement No. 19-01

Location: Savannah, GA

Opening Date: February 4, 2019

Closing Date: Opened Until Filled

STARTING SALARY:

CL 27/28: $53,551 - $73,375 (Salary determined by qualifications and federal court experience as set forth in the "Qualifications and Requirements" section of this Notice.)

POSITION

The Clerk of Court for the United States District Court for the Southern District of Georgia is seeking qualified applicants for the position of Programmer/Analyst. The incumbent provides court unit support for various national and local databases. The incumbent performs work related to designing, modifying, and adapting existing and acquired software. The incumbent will write code on various platforms under the direction of the Chief Technology Officer.

REPRESENTATIVE DUTIES

- Write code to specifications. Document work. Develop custom reports. Perform routine testing.
- Provide analysis and recommendations to the information technology manager in user needs and software requirements to determine feasibility of design within time and cost constraints.
- Install or assist in the installation of new or revised releases of national systems.
- Prepare and maintain the documentation of all locally-developed software used at the site.
- May confer with technical staff and end users to design software applications, including exchanging information on project limitation and capabilities, performance requirements, and interfaces.
- Maintain and develop Perl and shell scripts with embedded SQL.
- Monitor and maintain the Court's Linux servers. Perform database backups, file replication, and script management for servers.
- Create, review, and maintain yearly statistical reports.
- Manage and deploy databases applications using SQL and MySQL.
- Use development technologies such as ASP.NET, C#, VB.NET, HTML, Javascript, Coldfusion, Drupal, Sharepoint, Apple iOS, SQL Server and MySQL. Experience with source control a plus. [Experience with Informix a plus.]
- Develop and maintain custom database applications that maintain Court records to create interactive web-based data-driven applications.
- Experience importing and linking SQL data sources into Excel and managing data source connections to provide real-time reporting.
- Perform other related duties or special projects, as required.

QUALIFICATIONS AND REQUIREMENTS

- Minimum of two years Specialized Experience.*
- Ability to learn new programming skills.
- 1 to 3 years of programming and debugging in Object oriented programming languages like Java or C.
- Self-starter with the ability to work individually and as part of a team.
- Good communication skills, both oral and written.
- Ability to work on multiple projects and deliver work according to priorities assigned by the manager.
- Provide solutions to complex problems.
- Provide technical support for software issues that may arise.
- Design, build, test, implement and maintain integrations between the packaged application and other internal and external applications.
- Critical thinking, attention to detail, analytical skills, and the ability to independently research and make recommendations.
- Must be able to communicate effectively with team members regarding collaborative tasks and distill information for end user consumption. Must be comfortable soliciting and providing critical feedback.
- Excellent organizational skills with the ability to multi-task, prioritize, follow through, and meet deadlines in a fast-paced environment. Ability to adjust priorities quickly as circumstances dictate.
- Advanced knowledge of Windows and Microsoft Office Suite with specialized experience working with Excel and Access.
- Ability to travel to and provide onsite support at remote divisional courthouses and to attend at other locations training when necessary.
- Availability to provide alternate divisional office, after-hours, or weekend support as needed.
- Physical effort may be involved in moving and lifting moderately heavy items when installing or troubleshooting IT infrastructure equipment.

* Specialized Experience means progressively responsible experience in managing or maintaining critical systems or applications. The ability to manage services to meet uptime level expectations for application reliability. An associate's or bachelor's degree may be substituted for specialized experience.

PREFERRED

- Bachelor's degree in computer science or related field strongly preferred.
- Knowledge of and experience working with scripting languages like Javascript or equivalent.
- Knowledge of and experience creating SQL queries in Informix, MySQL, or equivalent databases.
- Experience "reverse engineering" existing systems.
- Knowledge of and experience with MacBooks and other Apple devices a plus.

BENEFITS

Employees are eligible for a full range of benefits to include retirement, health and life insurance, flexible benefits, long-term care insurance, paid holidays, and annual and sick leave accrual. Additional benefit information is available at http://www.uscourts.gov/careers/benefits. This position is subject to mandatory electronic fund transfer (direct deposit) participation for payment of net earnings.

NOTICE TO APPLICANTS

- Applicant must be a U.S. Citizen or seeking citizenship if applicable criteria are met.
- The United States District Court is an Equal Opportunity Employer. All applications will be reviewed to identify the best qualified candidates.
- Electronic Fund Transfer (EFT) for payroll deposit is required.
- This position requires the selected candidate to submit to a investigation with periodic updates.
- Positions in the United States Courts are excepted appointments, are not under the Civil Service System, and judiciary employees are "at will."
- Employees are required to adhere to a Code of Conduct of Judicial Employees, which is available to candidates for review at http://www.uscourts.gov/rules-policies/judiciary-policies/code-conduct/code-conduct-judicial-employees
- Training opportunities are available for career advancement.
- A successful completion of any testing is required prior to interview.
- Due to the volume of applications received, the court will only communicate with those applicants who will be tested and interviewed. Applicants selected for interview must travel at their own expense and relocation expenses will not be reimbursed.
- The court reserves the right to modify the conditions of this job announcement, to withdraw the job announcement, and/or to commence interviews immediately, any of which may occur without prior written or other notice.
- In the event a position becomes vacant in a similar classification within a reasonable time from the original announcement, the Clerk of Court may select an appointee from the candidates who responded to the initial announcement without posting the vacancy.

HOW TO APPLY:

To apply, qualified applicants should submit the following documents to gas_permgr@gas.uscourts.gov.

- A cover letter stating the reason for your interest in the position.
- A resume, including complete employment, educational history, skills, and experience.
- A completed Application for Judicial Branch Federal Employment, AO78, which can be downloaded from our website www.gasd.uscourts.gov or at http://www.uscourts.gov/forms/human-resources-forms/application-judicial-branch-federal-employment