

Position Title: Programmer Analyst
Opening Date: July 26, 2019
Application Deadline: Open Until Filled
Location: Jackson, Mississippi
Salary: \$59,660 - \$96,999 (CL 28)
(Depending on qualifications and experience)
Position Available: October 2019

Position Description

The Programmer Analyst provides specialized technical support for the Clerk's Office and chambers staff in development, implementation and administration of custom web-based computer applications; customization and implementation of applications developed by other federal courts; development of applications to extend the functionality of nationally-supported systems; development of custom reports for locally developed and nationally-supported systems; and, local administration of supporting database products, operating systems and server platforms.

Application Requirements

Failure to comply with all requirements may result in disqualification of application.

All application packages must include:

- 1) Application for Judicial Branch Federal Employment, Form AO 78***
(Please insure the form is saved properly and not blank when submitted.)
- 2) Detailed resume with three professional and three personal references;**
- 3) Copy of college transcript; and**
- 4) Letter of application** no more than three pages that specifically addresses the applicant's qualifications, skills, and experience relative to each requirement and preference (where applicable) for this position.

*Application for Judicial Branch Federal Employment (Form AO 78) may be downloaded at www.mssb.uscourts.gov.

Submission of Application Package

Submit application package **including** Application for Judicial Branch Federal Employment (Form AO 78) in a single Portable Document Format (PDF), via email to:

2019_ProgrammerAnalyst@mssb.uscourts.gov

Minimum Qualification Requirements

To be qualified for appointment, candidates must meet the following requirements:

Required Experience

- **Five years** progressively responsible experience designing, implementing or maintaining computers including systems analysis, computer programming, database administration, systems integration, and information technology project management.
 - Knowledge of applicable programming languages, databases, and application design.
 - Knowledge of computer systems and networks, including troubleshooting operating errors.
 - Skill in generating or adapting programs, equipment and technology to serve user needs
 - Skill in preparing flow charts.
 - Skill in writing computer programs for various purposes, including skill in writing program documentation.
 - Skill in advising non-automation personnel in automation techniques and processes.
- At least **two years** specialized experience must be at the CL 27 level that provided advanced knowledge of theories, principles, practices, and usage of computer hardware and software and the capabilities, limitations, and functional applications of information technology.
 - Skill in communicating with end users to determine needs.
 - Skill in analyzing needs and product requirements to create a design.
 - Skill in identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.
 - Skill in managing complex projects to completion.
 - Ability to communicate effectively (orally and in writing).

Preferred Experience

Preference will be given to those candidates who possess progressively responsible technical experience related to application development and the administration of supporting database software, operating systems and server platforms.

- Experience with Structured Query Language (SQL) and manipulation of database objects
- Experience with Perl and shell scripting (bash)
- Experience with HTML, CSS, and Javascript
- Experience with Java
- Experience with database management and administration – preference given for Informix Dynamic Server and Microsoft SQL Server
- Experience with Red Hat Enterprise Linux, Windows 10, and Windows Server 2012 R2 and above
- Experience with Crystal Reports or Business Objects

Selection Process

Only the most qualified applicants will be invited for personal interviews. Final selection will be based on the results of interviews and subsequent background investigations. The court does not reimburse interview and/or relocation expenses. Offers may be extended, and the position may be filled, prior to the application deadline.

Background Check Requirement

This is a high-sensitive position within the Judiciary. The selected candidate will be subject to a background investigation (including credit check, and technical fingerprint check through the FBI Criminal Justice Information Services Division database) as a condition of employment.

Representative Duties

- Write code to specifications.
- Document work.
- Develop custom reports.
- Prepare flow charts.
- Perform routine testing.
- Assist with training information technology staff.
- Provide analysis and recommendations to the senior developer 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.
- Confer with technical staff and end users to design software applications, including exchanging information on project limitation and capabilities, performance requirements, and interfaces.
- Design, modify, adapt, and enhance existing software to correct errors, allow adaptation to new hardware, or to improve performance of the software.
- Develop and perform software system testing and validation procedures and documentation.
- Responsible for the development and support of new and legacy software applications and utilities which meet locally defined mission-related needs.
- Work is performed in an office setting and employees may be required to lift and move moderately heavy items, such as computer equipment.
- Other duties as assigned.

At-Will Position

The United States Bankruptcy Court is part of the Judicial Branch of the United States Government. Employees of the United States Bankruptcy Court serve under Excepted Appointment and are considered "At-Will" employees.

Benefits

Employment benefits include:

- Participation in the Federal Health Insurance, Federal Employees Life Insurance, Federal Employees Group Long Term Disability, Federal Employees Retirement System, Thrift Savings Plan, and a Flexible Spending Plan;
- Choice of health plans; optional dental and vision health plans;
- 10 paid holidays per year;
- Free Parking; and
- Mandatory Electronic Funds Transfer (EFT) for net pay.

Application Checklist

- A complete application package must be submitted to be eligible for consideration.
- Review all electronic documents before submission.

Questions – Lisa Garrison at lisa_garrison@mssb.uscourts.gov or 601-608-4609

The United States Bankruptcy Court is an Equal Opportunity Employer