



**UNITED STATES BANKRUPTCY COURT
NORTHERN DISTRICT OF NEW YORK**

Vacancy Announcement: 16-SYR-02

Position: Programmer/Analyst

Location: Syracuse, New York

Position term: Full-time

Salary range: CL 27 to CL 28 \$47,390-\$71,012 (Based on qualifications and experience)

(Promotional potential to CL28 without further competition)

Opening date: Immediately

Closing date: Until filled

Position Description

POSITION OVERVIEW - The United States Bankruptcy Court for the Northern District of New York is recruiting for the position of Programmer Analyst. The ideal candidate will be a self-starter with demonstrated analytical and problem solving skills, a professional demeanor, and the ability to exercise sound judgment; will have excellent interpersonal and communication skills, both oral and written; excellent organizational skills, including the ability to manage multiple high impact projects and priorities within strict deadlines; and an advanced working knowledge of and experience programming the judiciary's Case Management/ Electronic Case Filing (CM/ECF) program for a bankruptcy court.

POSITION DUTIES AND RESPONSIBILITIES

- Provides primary support for database structures, including Informix, MSSQL, and MySQL vital to the court's entire operation.
- Designs, develops, and supports application software and takes a lead role involving software development with multiple programming languages including C#, Javascript, and ASP.Net.
- Creates, maintains, and enhances Java, Perl and UNIX scripts, data/form libraries, and applications using a variety of web-based software.
- Develops custom informational and statistical reports for multiple departments at the court.
- Installs, configures, maintains, and supports CM/ECF.
- Maintains contact with other court automation personnel at different locations and levels to remain knowledgeable of developments, techniques, and user programs.
- Manages execution of automation plans for major automated systems and establishes training in system use and capabilities. Performs testing, establishes procedures, and devises security systems for hardware, software, and data.
- Designs, modifies, and implements short- and long-range automation improvement plans for the court, ensuring changes can be implemented with minimal disruption to the work of the court.

- Keeps CM/ECF systems streamlined with a goal of reducing modifications.
- Creates, adapts, and improves software to satisfy court needs.
- Customizes prepackaged software products and creates entirely new software programs (all phases, including analysis, design, language selection, version control, and final development).
 - Maintains library of software, including documentation of locally-developed material.
 - Develops, modifies, and maintains special reports for various court elements.
 - Prepares technical and user documentation; performs testing; establishes operating procedures; and devises security procedures for hardware, software, and data.
 - Serves as primary technical administrator for CM/ECF and other national and locally-developed applications.
 - Provides technical CM/ECF systems support and administration, including the installation of new version releases and backup services.
 - Conducts backup and recovery of the CM/ECF databases stored on Linux systems and implements disaster recovery plans ensuring data security and integrity.
 - Establishes, coordinates, and delivers training in software and hardware use and capabilities.
 - Routinely meets with bankruptcy court employees to determine how to best meet their technology needs.

Qualification Requirements

JOB REQUIREMENTS AND QUALIFICATIONS – The successful candidate will have skill in writing and analyzing SQL queries in MSSQL, MySQL and Informix databases for custom reporting. The candidate will also have experience in the development and support of application software developed in one or more object oriented languages such as Java, Perl, C# and/or Javascript. The successful candidate must have the ability to work independently on assignments with minimal supervision. He or she must have expertise in programming structures, languages, testing, and documentation techniques and a solid working knowledge of the Red Hat Linux operating system and the Informix RDBMS, including shell operations and scripting. The candidate must have the ability to develop and support web applications developed in HTML5, CSS3.0, and XML that will run on Apache and Tomcat7 servers. He or she must be able to communicate effectively, both orally and in writing, and have knowledge of the functions and processes of the court. A bachelor's degree from an accredited college or university in computer science, information systems, or related field is also preferred. Must possess a strong technical background with a positive attitude, and must work well under pressure. Incumbent must be available for travel, including overnight travel and the ability to work nights and weekends as needed.

General Experience:

Applicants must possess a good understanding of the methods and administrative machinery for accomplishing the work required for effective court operations; must have the ability to analyze problems and assess the practical implications of alternate solutions; and must have the capacity to employ their knowledge, skills, and abilities in the resolution of problems.

Specialized Experience:

To qualify for appointment at CL-28 requires two years of specialized experience including one year equivalent to a CL-27. Progressively responsible experience is related to the technical aspects of information technology, office automation, data communications and their applications; and to terminology and methodology, including the accomplishment of computer project assignments that involve analysis, design, implementation, integration, and management. Experience with programming bankruptcy- specific CM/ECF required. Experience with Java Server Faces, Java Persistence Architecture, Web Services, SAP business Objects for custom reports, and Adobe HTML for PDF generation is desired.

HOW TO APPLY

Qualified candidates should submit the following:

- Cover letter;
- A resume detailing qualifications, experience, and salary history;
- Names, addresses, and phone numbers of three professional references; and
- A completed AO-78 Application for Judicial Branch Federal Employment. This fillable form may be downloaded at

<http://www.uscourts.gov/uscourts/FormsAndFees/Forms/AO078.pdf>.

Please submit all documents via e-mail in a single PDF file to the following email address:

jobs@nynb.uscourts.gov

BENEFITS

Information about federal judiciary employee benefits and compensation can be found on the United States Courts website career page: <http://www.uscourts.gov/Careers.aspx>

Additional Information

- This is a highly sensitive position within the Judiciary. The successful candidate is hired provisionally, pending the results of an FBI fingerprint and criminal background check.
- Employees must adhere to the Code of Conduct of Judicial Employees which is available at the following: <http://www.uscourts.gov/RulesAndPolicies/CodesOfConduct.aspx>
- Excepted service appointments are “at will” and can be terminated with or without cause by the court.
- This position is subject to mandatory electronic transfer for payment of net pay (i.e. Direct Deposit).
- Best qualified applicants will be contacted for interviews. Candidates for interviews may travel at their own expense or be interviewed via telephone or videoconference.
- Resumes or enclosures will not be returned.
- More details are available on the court’s internet web site at www.nynb.uscourts.gov.

****Due to the expected high volume of applicants for this position, the Northern District of New York will only make contact with those qualified applicants who will be invited for an interview.**

**The United States Bankruptcy Courts for the Northern District of New York is
an Equal Opportunity Employer**