

NOTICE OF CAREER OPPORTUNITY

United States District Court Eastern District of Missouri



Posting Date:	September 23, 2021
Vacancy Number:	PROG-921
Position Title:	Programmer Analyst
Starting Salary:	CL 24 \$39,261 - \$63,826 to CL 28 \$62,897 - \$102,215 Classification dependent on experience
Position Location:	St. Louis, MO
Closing Date:	Open until filled – <i>Applications will be considered as they are received.</i>

Position Summary

This position is in the Eastern District of Missouri. The incumbent is a member of the Information Services Department that provides technical support to the Clerk's Office, Chambers, Probation and Pretrial Services Office. The Programmer Analyst performs professional work related to designing, developing, and modifying existing software. The Programmer Analyst is primarily responsible for writing code and meeting with end users to analyze their needs and to implement software solutions.

Summary of Representative Duties and Responsibilities

- Confer with staff and end users to design or modify software applications/scripts.
- Write code to specifications utilizing test-driven methodologies in a variety of languages and frameworks, including C#, VB.Net, ASP.NET, JavaScript, Perl, PHP, SQL, and web services.
- Maintain code repositories.
- Create and maintain documentation that can be used to support developed application. Documentation may include, for example, information regarding design, architecture, and contacts.
- Recommend work process improvement and provide end user support for applications by serving as a liaison between peers and end users.
- Perform regression testing when necessary. For example, when new versions of court record systems (i.e., CM/ECF and PACTS) are scheduled for release.
- Modify existing code to correct errors, anticipate changes in environment(s), or to improve performance.
- Develop custom reports.
- May assist with training.
- Perform general IT support services during the absence of other IT staff and other duties as assigned.

Minimum Qualifications and Educational Requirements

The requirements include but are not limited to good knowledge of the functions and procedures of the Court. Applicants should possess strong analytical skills, creativity, and knowledge of applicable programming languages, databases, and application design. Knowledge of computer systems and networks. Skill in writing

computer programs for various purposes, including skill in writing program documentation. Hands-on troubleshooting ability to support related software including Windows Operating Systems, Microsoft Office and similar applications. Ability to make decisions within the context of professional standards, broad policies, or general goals. Ability to resolve problems, questions, or situations based on advanced and thorough knowledge and experience with court policies, practices, and guidelines. Incumbent will maintain a current skill set through seminars, training, and personal development. Ensure compliance with judicial policy and procedures, local court policy, etc.

General Experience

Progressively responsible experience that provides evidence that the applicant has (1) a good understanding of the methods and administrative machinery for accomplishing the work of an organization; (2) the ability to analyze problems and assess the practical implications of alternate solutions; (3) the ability to communicate with others, orally and in writing; and (4) the capacity to employ the knowledge, skills and abilities in the resolution of problems. Ability to design, develop and modify computer programs for court needs. Advanced ability to utilize an IDE for development, testing, and debugging of software. Experience installing and configuring application and database servers (Windows and Linux) is preferred.

Specialized Experience

Progressively responsible experience designing, implementing or maintaining computer systems that included the completion of computer project assignments involving systems analysis and design, computer programming, systems integration, and information technology project management. Qualification years of experience requirements:

CL-24 One year of specialized experience equivalent to work at CL-23.

CL-25 One year of specialized experience equivalent to work at CL-24.

CL-26 One year of specialized experience equivalent to work at CL-25.

CL-27 Two years of specialized experience with one-year equivalent to work at CL-26.

CL-28, two years of specialized experience, including at least one-year equivalent to work at the CL-27. At least five years of professional experience in software development is preferred.

Experience using languages such as JavaScript, Perl, PHP, VB.Net, and some scripting languages. Design, development, maintenance, and support of application programs for multiple platforms including Windows and Linux. Experience using web services. Knowledge of relational database theory, DBI layer, and associated practical experience using Informix, MySQL, ODBC, and JDBC. Experience writing technical documentation and providing training. Team development, version control, and project management skills are required.

Education Requirements

A bachelor's degree from an accredited four-year college or university in computer science, information systems, or related field is preferred.

Benefits

Judiciary employees serve under excepted appointments (not civil service). Excepted appointments are at will and can be terminated with or without cause.

11 Paid holidays	Health Insurance Benefits (variety of plans)
13 Sick days per year accrued	Life Insurance
13 Paid Vacation days for less than 3 years of service	Long Term Care Insurance
20 Paid Vacation days for 3 to 15 years of service	Flexible Benefits
26 paid Vacation days 15 or more years of service	Federal Employee Retirement Plan
Family Medical Leave Act Provisions	Thrift Savings Plan with Investment Options

Position is subject to mandatory Electronic Funds Transfer participation for net pay.

Background Investigation Requirements

The selectee considered for this position is required to undergo an FBI Background Check and/or Investigation and social media inquiry as a condition of employment. The selectee may be appointed provisionally, and retention will depend upon favorable suitability determination of the background investigation.

Application Procedure and Information

Applicants must be United States citizens or eligible to work in the United States. Appointment is contingent upon providing proof of United States citizenship or proof of authorization to work in the United States as required by the Immigration Reform and Control Act of 1986. Applicants selected for interviews must travel at their own expense and relocation expenses will not be reimbursed. Applicants may be asked to participate in proficiency tests.

Qualified persons are invited to submit:

- letter of application,
- current résumé,
- completed application for judicial branch employment, form AO-78 (available at <http://www.uscourts.gov/forms/AO078.pdf>)
- contact information for three professional references

Application materials may be submitted via mail or e-mail to the following address:

U.S. District Court
Eastern District of Missouri
Attn: Ashley Eiland (PROG-921) Room 3.300
111 South 10th Street
St. Louis, MO 63102
MOED_Employment@moed.uscourts.gov

Incomplete application materials may not be considered. Only candidates selected for an interview will be contacted. 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. In the event that a position becomes vacant in a similar classification, within a reasonable time of the original announcement, the Clerk of Court may elect to select a candidate from the applicants who responded to the original announcement without re-posting the position. Employees are required to adhere to a Code of Ethics and Conduct, which is available to applicants for review upon request.

Equal Opportunity Employer