

UNITED STATES DISTRICT COURT
WESTERN DISTRICT OF WASHINGTON

VACANCY ANNOUNCEMENT

#09-WAW-18

September/October, 2009

**INFORMATION SYSTEMS PROGRAMMER:
OFFICE PRODUCTIVITY SYSTEMS**

~ REVISED POSTING ~

Court Personnel System Classification Level: 28/29
Developmental Range Salary: \$57,507 to \$85,487
Full Performance Range Salary: \$72,488 to \$111,156
Depending upon experience and qualifications

Position open until filled; preference given to resumes received by October 23, 2009.

As an Information Systems Programmer, you will join a small but highly motivated team in the design and development of custom automation solutions used within the court. The court is currently implementing Microsoft Office SharePoint Services 2007 for collaboration, workflow management, document storage and improved access to business data.

This position requires experience in developing and deploying all aspects of Microsoft Office 2007 into a production environment, as well as experience developing custom reports using various technologies. The ideal candidate will have experience in all aspects of Office Productivity Systems, including SharePoint Services 2007. This position requires a results-oriented person with strong technical, leadership, and problem solving skills, an ability to manage complex projects, and excellent written and verbal communications.

The Western District of Washington has courthouses in Seattle and Tacoma, with offices in Everett, Tukwila, and Vancouver, Washington. The position will be located in Seattle, with travel between offices required. This position will join a staff of thirteen technology professionals, and will report directly to the IT Directors.

RESPONSIBILITIES

- Use Office Productivity Systems and related technologies to solve identified problems and build efficiencies emerging from work with court employees.
- Work with operational staff to develop custom reports using various technologies and provide technical support of an enterprise level reporting environment.
- Assess the use of Office Productivity Systems and related technologies for operational and technical fit with the court's standards and environment.
- Work with court management and operational staff to identify areas where technology may assist with process flow, operational efficiency, or the organization/storage of information.
- Work with operational staff to provide technical support of web-based technologies used by court personnel.
- Provide project management within department standards for all assigned projects within the Information Systems Programmer role.
- Assess operational requirements of assigned project work, and prepare formal requirements and design documentation for review and approval by court staff.
- Apply best practices of software engineering, including proper code standards, proper testing, and proper release procedures.

QUALIFICATIONS - GENERAL

Required

- Direct experience developing solutions that improve efficiency and operational processes.
- Proven experience working with operational staff to provide enterprise level solutions using required technologies.
- Outstanding technical skills and ability to implement best practices in Microsoft Office 2007 and SharePoint development.
- Strong written and verbal communication skills.

Preferred

- Standards based project management
- Database Administration experience
- Web application development experience
- Recognized degree in an IT-related field
- Experience in a court environment

QUALIFICATIONS - TECHNOLOGIES

Required

- One year of direct experience creating business solutions with Microsoft Office 2007. Emphasis in creating, customizing, and organizing documents by using formatting and visual content, with demonstrated ability in reviewing, sharing, and securing content.
- One year experience developing reports using Crystal Reports XI or Crystal Reports 2008, including administration of Crystal Reports Server XI R2 as a central job function.
- Direct experience with Microsoft Visual Studio 2005 or Visual Studio 2008.

Preferred

- One year of direct experience developing applications using Microsoft Office SharePoint Server 2007.
- One year experience in database development and one year of database administration using Microsoft SQL.
- One year direct experience developing Web-based applications using the Microsoft .NET Framework 2.0, or the .NET Framework 3.5, including experience with the following:
 - Web services
 - State management
 - ASP.NET configuration
 - Monitoring Web applications
 - Debugging
 - ECMAScript (JavaScript, Microsoft JScript)
 - Internet Information Server (IIS)
- One year direct experience working with XML documents and XML Web services development and consumption.
- Experience with Microsoft SharePoint Designer and related technologies.

APPLICATION PROCEDURES

Interested candidates should submit the following materials:

- A letter of interest addressing relevant work experience
- A current resume, including salary history

All materials should be submitted no later than September 30, 2009 to:

Human Resources 09-WAW-18
U. S. District Court
700 Stewart St., Suite 2218
Seattle, WA 98101

or via e-mail (Word, WordPerfect, or Acrobat .pdf format *only*) to:

seattle_personnel@wawd.uscourts.gov

Only qualified applicants will be considered for this position. Applicants must be United States citizens or eligible to work in the United States. Applicants selected for interviews must travel at their own expense. Qualified applicants selected for interviews will be tested.

The United States District Court requires employees to follow a code of conduct which is available upon request. Reference checks with current and former employers will be conducted on top candidates. A full background investigation with law enforcement agencies, including fingerprint and criminal record checks, will be conducted as a condition of employment. Any applicant selected for a position will be hired provisionally pending successful completion of the investigation. Unsatisfactory results may result in termination of employment.

The Federal Financial Management Reform Act requires direct deposit of federal wages.

The Court provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation, please notify human resources. The decision on granting reasonable accommodations will be made on a case by case basis.

The Court reserves the right to modify the conditions of this job announcement, to withdraw the announcement, or to fill the position sooner than the closing date, 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 from the original announcement, management may elect to select a candidate from the applicants who responded to the original announcement without posting the position. More than one position may be filled from this announcement.

BENEFITS

Employees of the United States District Court are not covered by the Office of Personnel Management's civil service classification system or regulations and are considered "at will" employees. Judiciary employees are, however, entitled to the same benefits as other Federal employees. These include:

- 13 days of paid vacation for the first three years of full-time employment. Thereafter, 20 to 26 days/year dependent upon length of federal service;
- 13 days of paid sick leave per year (unlimited accumulation);
- 10 paid holidays per year;
- Subsidized medical coverage with pre-tax employee premiums;
- Group life insurance and long term care options;
- Flexible Benefits Program (pre-tax flexible spending for health care, dependent care and commuter/parking costs);
- Participation in the Thrift Savings Plan (similar to a 401K plan, with employer matching);
- Participation in the Federal Employees Retirement System;
- Eligibility for Long Term Disability Plan Group Rate;
- Creditable service time in other federal agencies or the military will be added to judiciary employment.

The United States District Court is an equal opportunity employer and values diversity in the work place.