UCS-23

EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

PLEASE POST
ANNOUNCEMENT NO. 1306

THIS IS A CONTINUOUS POSTING FOR THE INFORMATION TECHNOLOGY ANALYST SERIES WITHIN THE OFFICE OF COURT ADMINISTRATION DIVISION OF TECHNOLOGY AT THE 125 JORDAN ROAD, TROY, NY, LOCATION. PLACEMENT TO ANY TITLE WILL BE BASED ON QUALIFICATION AND EXPERIENCE.

POSITION TITLE: PRINCIPAL INFORMATION TECHNOLOGY ANALYST **JG:** 30

BASE SALARY: $94,366

QUALIFICATIONS: One year of service in the Senior Information Technology Analyst title; **or** Master's degree in Public or Business Administration from an accredited college or university and five (5) years of experience in information technology working with moderate and large computer systems, including mainframe, mini and microcomputers, and experience in managing and planning components of large information technology departments; **or** An equivalent combination of education and experience.

DISTINGUISHING FEATURES OF WORK: Principal Information Technology Analysts are responsible to the Director of Information Technology Services, or to other Information Technology managers, for supervising Senior Information Technology Analysts and other Information Technology personnel assigned to a number of complex, on-going projects involving research, analysis, planning, and policy formulation related to use of information technologies in court system administration and management. Principal Information Technology Analysts also work with substantial independence on individual research projects to initiate, evaluate and recommend strategic technological change. Principal Information Technology Analysts propose new program ideas for decision making, coordinate the transition of complex projects from the Department of Information Technology to operational areas, and perform other related duties.

POSITION TITLE: SENIOR INFORMATION TECHNOLOGY ANALYST **JG:** 28

BASE SALARY: $84,897

QUALIFICATIONS: One year of service in the Information Technology Analyst title; **or** Bachelor's degree in Computer Science from an accredited college or university and five (5) years of experience in information technology working with moderate and large computer systems, including mainframe, mini and microcomputers, and experience in managing and planning components of large information technology departments; **or** Master's degree in Public or Business Administration from an accredited college or university and four (4) years of experience in information technology working with moderate and large computer systems, including mainframe, mini and microcomputers, and experience in managing and planning components of large information technology departments; **or** An equivalent combination of education and experience.

DISTINGUISHING FEATURES OF WORK: Senior Information Technology Analysts are responsible to the Director of Information Technology Services, or to other Information Technology managers, for supervising a number of complex, on-going projects involving research, analysis, planning, and policy formulation related to use of information technologies in court system administration and management. Senior Information Technology Analysts also supervise Information Technology Analysts, or work with substantial independence from supervision on individual research projects to initiate, evaluate and recommend strategic technological change. Senior Information Technology Analysts propose new program ideas to management for decision making, coordinate the transition of complex projects from the Department of Information Technology to operational areas, and perform other related duties.

LOCATION: Office of Court Administration - Division of Technology
125 Jordan Road
Troy, NY 12180

CLASSIFICATION: Non-Competitive/Confidential

ASSIGNMENT: The successful candidate will have a minimum of 2 years experience in project management and business process analysis. Supervisory experience and a solid background in operational analysis is essential. Experience with data analysis, agile methodology, object-oriented analysis and design methodologies, UML, data modeling tools, business process analysis tools, and test plans is desired. Experience in GUI design and/or Web application design is also desirable. Experience and knowledge of the workings of criminal, civil and family courts is a plus.

GENERAL INFORMATION: The above statements are intended to describe the general nature and level of work performed by persons assigned to this title. They do not include all job duties performed by employees in the title, and every position does not necessarily require these duties. Although a position is available and situated at a specific location, the appointee may be subject to reassignment to any position in the same title in this promotion unit dependent upon the needs of the Unified Court System. All applications received from this announcement may be used to fill any vacancies in this title that may occur in this court or agency within the next six (6) months.

APPLICATION PROCEDURES: All interested persons meeting the minimum qualifications are encouraged to submit a UCS-5 Application for Employment form (obtainable from any administrative office in a court building or on the web at www.nycourts.gov/careers/UCS5.pdf) and a resume to:

Susanne Sloan
Principal Court Analyst
Office of Court Administration, Division of Technology
125 Jordan Road
Troy, NY 12180
ssloan@courts.state.ny.us

APPLICANTS ARE ENCOURAGED TO COMPLETE THE EEO DATA COLLECTION FORM.

POSTING DATE: December 3, 2013 **APPLICATIONS WILL BE ACCEPTED ON A CONTINUOUS BASIS**

The New York State Unified Court System is an equal opportunity employer, and does not discriminate on the basis of race, color, religion, gender (including pregnancy and gender identity or expression), national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, parental status, military service, or other non-merit factor.