



UCS-23

EMPLOYMENT
OPPORTUNITY
ANNOUNCEMENT
STATE OF NEW YORK
UNIFIED COURT SYSTEM

PLEASE POST

ANNOUNCEMENT NO. 54408_Extended

POSITION TITLE: ASSOCIATE LOCAL AREA NETWORK ADMINISTRATOR **JG: 25**

LOCATION: APPELLATE DIVISION, 4TH DEPARTMENT - ROCHESTER, NY

BASE SALARY: \$ 73,730

CLASSIFICATION: NON-COMPETITIVE

QUALIFICATIONS: Certification in Network Administration within eighteen (18) months of appointment and One (1) year of service in the Senior Local Area Network Administrator title; **or** Bachelor's degree in computer science or a related field from an accredited college or university and three (3) years of local area network operations experience in IBM, Novell, LAN using Token Ring, Ethernet, Windows, and OS/2 operating environments; **or** Four (4) years of local are network operations experience in IBM, Novel, LAN using Token Ring, Ethernet, Windows, and OS/2 operating environments; **or** An equivalent combination of education and experience.

DISTINGUISHING FEATURES OF WORK:

Associate Local Area Network Administrators are assigned to administrative offices throughout the Unified Court System, where, under direction of administrative office personnel and Principal Local Area Network Administrators they are responsible for large, complex or multiple local area networks, supervising subordinate local area network administrators, and the management of multi-vendor client/server technology environments. They are responsible for wide area networks in order to ensure availability of services to all users. Associate Local Area Network Administrators are responsible for assisting in planning and implementation of network strategies in accordance with Department of Information Technology standards, policies, and procedures. Associate Local Area Administrators configure complex local area networks and install operating and application software and hardware. They resolve problems with the implementation, operation, and maintenance of communication media, computer equipment, and network design, and perform other related duties.

ASSIGNMENT:

This position is located in the Technical Services Department. Duties include but are not limited to: handling support and design engineering challenges; design, test, deploy and maintain software solutions; writing code with ASP.Net, C# & VB.Net, WCF and data access technologies; implementing new features and optimizing existing ones; fixing bugs and solve problems. Expertise with SOAP/Rest web services and familiarity with Microsoft Office 365 Client Model preferred.

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. Special arrangements for the disabled may be made by contacting the Appellate Division, 4th Department Human Resource Unit at 585-530-3104 prior to the interview. Position(s) available at the present time: 1.

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) with a resume to:

MARY L. JONES, HUMAN RESOURCES
APPELLATE DIVISION, FOURTH DEPARTMENT
M. DOLORES DENMAN COURTHOUSE
50 EAST AVENUE, SUITE 200
ROCHESTER, NY 14604

APPLICANTS ARE ENCOURAGED TO COMPLETE THE EEO DATA COLLECTION FORM.

POSTING DATE: November 6, 2014

APPLICATIONS MUST BE POSTMARKED OR RECEIVED BY: December 19, 2014

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.