

U.S. DISTRICT COURT FOR THE DISTRICT OF ALASKA

DATABASE SPECIALIST/PROGRAMMER (Full-Time Indefinite)

Salary Range: CL-27

Vacancy #08-05 - Open until filled.

CL-27/Step 01 - \$38,500 to CL-27/Step 61 - \$62,620, plus 23% cola, subject to change.
Salary placement is based on the specialized experience and Administrative Office approval.

POSITION DESCRIPTION

The U.S. District Court for the District of Alaska is seeking a qualified candidate for the position of Database Specialist/Programmer, located in Anchorage, Alaska. The incumbent works in concert with the Unix/Database Administrator and is directly supervised by the Chief Deputy Clerk. The incumbent's primary responsibility is to assist with maintenance and support of the court's nationally supported automated systems. This court will be upgrading their financial system (FAS4T) to include a receipting module (CCAM). The incumbent will assist with the administration, maintenance, and implementation of this project. The incumbent will assist with web application programming, as time permits.

The incumbent communicates daily with the Unix/Database Administrator, management, and the automation staff. One must function effectively in a team environment while also working independently to perform the duties of this position. Most hardware/software issues will be directed to appropriate Systems personnel. The incumbent must clearly document all application issues, testing methodologies, and modifications. The incumbent must comply with established testing and back-up procedures.

QUALIFICATIONS AND EXPERIENCE

A high school diploma or equivalent (GED) is required.

Knowledge of applicable programming languages, databases, and application design is required. Skill in writing computer programs for various purposes, including the ability to write program documentation, is required. The incumbent must have the ability to analyze product requirements and analyze court information technology needs, including evaluating applicable software.

Excellent verbal and written communication skills; ability to work independently and as a team member in a team environment; ability to multiple task and work well under pressure. The successful candidate needs to demonstrate a history of independently enhancing his/her database and programming skills to stay current in with new technology.

Specialized Experience: A Bachelor's degree in Computer Science and/or job-related certifications are preferred; a minimum of an Associates Degree is required.

Thorough knowledge of programming languages, such as, Informix and .Net are required. A working knowledge of Windows clients, LINUX, PERL, Java, or similar tools, and web

application programming experience are strongly preferred.

INFORMATION FOR APPLICANTS:

The United States District Court is an Equal Opportunity Employer. The incumbent must be a United States citizen or eligible to work in the United States. All court employees are “at will” employees in the excepted service. This position is subject to mandatory Electronic Fund Transfer (EFT) or direct deposit for payment of net pay.

The court reserves the right to modify the conditions of this job announcement or to withdraw the announcement without prior notice. Expenses for interviews or relocation are not authorized for reimbursement. Due to the volume of applications received, the court will only communicate with those individuals who will be interviewed. Final candidates are subject to a background check as a condition of employment.

BENEFITS:

Employees are eligible for the following: 13 days annual leave (increases with service), 13 days sick leave, family medical leave, and at least 10 paid holidays per year; participation in the retirement system, including the government Thrift Savings Plan; optional participation in the Federal Health Insurance Program (with a wide choice of plans); participation in a pretax flexible spending accounts program; and voluntary participation in a life insurance program.

HOW TO APPLY:

Provide a (1) *Cover Letter of Interest* in full sentence format (1 - 2 pages) that describes: How your knowledge and skills are best related to this position; and provide a summary of your educational and/or certification of accomplishments; and (2) *Current Resume* [be sure to include both the month and year date ranges for work history]:

Mail to:

U.S. District Court
Clerk’s Office [Attention: Marvel Hansbraugh]
222 W. 7th Ave., Box 4
Anchorage, AK 99513

(Or)

Fax to: (907) 677-6162

(Or)

Email to: Marvel_Hansbraugh@akd.uscourts.gov
Subject Line: Applicant