



**UNITED STATES DISTRICT COURT DISTRICT OF CONNECTICUT  
VACANCY ANNOUNCEMENT - USDC-CT 15 - 04**

**POSITION:** Programmer/Analyst

**OPENING DATE:** January 30, 2015

**SALARY RANGE:** CL 25 - CL 27\* (\$43,640 - \$66,031)

**CLOSING DATE:** February 20, 2015

**DUTY STATION:** New Haven, CT

\*Depending on experience.

The Clerk's Office of the United States District Court for the District of Connecticut is seeking qualified applicants for the full-time position of Programmer/Analyst. The employee will be responsible for the development of custom informational and statistical reports for different elements of the court unit. The Programmer/Analyst will also assist the CM/ECF Application Administrator in performing the basic administration of the nationally-supported web-based district court case management/electronic case filing system. These responsibilities include installation, configuration, maintenance and support of this nationally-supported court application. Additional responsibilities include system troubleshooting and end-user support; customization of the CM/ECF application by creating and modifying the data dictionary; testing, installation and documentation of new releases of applications and operating system software as required; and application/database security administration. CM/ECF resides on a Linux platform which runs Informix 11.70 RDBMS.

**Representative Duties:**

- Write code to specifications utilizing JAVA and/or PERL, Informix SQL, Linux shell and CM/ECF dictionary. Document work and maintain code library. Develop custom reports. Perform feature, functional and performance testing of new releases of the CM/ECF system.
- Analyze user needs and software requirements. Install system software and monitor equipment functioning. Analyze information to determine, recommend, and plan computer specifications and layouts.
- Design, modify, adapt and enhance existing software to correct errors, allow adaptation to new hardware, or to improve performance of the software. Create and maintain data dictionaries. Develop and perform software system and validation procedures and documentation.
- Configure and maintain the user interfaces in CM/ECF, including populating validation tables.
- Verify dictionary changes before they are put into production. Coordinates further testing with Data Quality Analysts and other staff as applicable.
- Collaborate, as needed, with users to recommend appropriate actions and/or training solutions to correct or remedy issues presented. Also recommends improvement of work processes, operating methods, and data entry systems.
- Develop and maintain user permission system in CM/ECF, creating applicable groups and administering the user permissions accordingly.
- May perform other duties as assigned.

**Qualifications:**

**Minimum Qualifications:** A qualified applicant must be a high school graduate and have a minimum of two years of progressively responsible experience directly related to the technical aspects of database administration. The incumbent must possess solid organizational skills and proven analytical, planning and problem solving skills. This person must be able to work both independently and in a team environment.

**Desired Qualifications:** The candidate should possess a solid working knowledge of both the Red Hat Linux operating system and the Informix RDBMS including shell operations/scripting. Experience at effectively assessing and analyzing end-user problems is preferable. Preference will be given to those candidates who possess knowledge of the JAVA programming language. Candidate must be highly motivated; possess exceptional analytical and communication skills, both orally and in writing; ability to exercise mature judgment and to manage multiple projects simultaneously; ability to deal effectively with District Judges, Magistrate Judges, and other members of the Court. Attention to detail is critical.

**How to Apply:**

Submit resume, with cover letter, and salary history, **by email only**, to: Human Resources Department @  
Email: [HR\\_department@ctd.uscourts.gov](mailto:HR_department@ctd.uscourts.gov)

Applicants must also submit a narrative statement describing your previous experience working with relational databases.

The court will not reimburse external candidates for interview travel or relocation expenses. Due to the volume of applications, only applicants selected for an interview will be notified. **No phone calls please.**

**Benefits:**

- A minimum of 10 paid holidays per year
- Paid annual leave in the amount of 13 days per year for the first three years, 20 days per year after three years, and 26 days per year after fifteen years
- Paid sick leave in the amount of 13 days per year
- Retirement benefits
- Optional participation in Thrift Savings Plan
- Optional participation in choice of Federal Employees' Health Benefits
- Optional participation in choice of Federal Employees' Group Life Insurance
- Optional participation in the Flexible Benefits Program
- Optional participation in the Commuter Benefit Program
- Optional participation in Long-Term Care Insurance
- Credit, time in-service, for prior government service for employees of other federal agencies, as well as time for those with prior military service, will be taken into consideration when computing leave accrual and retirement benefits.

**Conditions of Employment:**

- Applicants must be U.S. citizens or eligible to work in the United States.
- Successful candidate will undergo a full fingerprint and background records check. Any applicant selected for a position will be hired provisionally pending successful completion of the background investigation.
- Mandatory electronic direct deposit of salary payment.
- Employees are required to adhere to the Code of Conduct for Judicial Employees [available to applicants to view at the court website: [www.ctd.uscourts.gov](http://www.ctd.uscourts.gov)].
- Employees of the U.S. District Court are Excepted Service Appointments. Excepted service appointments are at will and can be terminated with or without cause by the court.

***The United States District Court is an Equal Opportunity Employer.***