

Supreme Court of Nevada
ADMINISTRATIVE OFFICE OF THE COURTS

ROBIN SWEET
Director and
State Court Administrator



JOHN MCCORMICK
Assistant Court Administrator
Judicial Programs and Services

RICHARD A. STEFANI
Deputy Director
Information Technology

**Business Systems Analyst
Trainee - II**

This position is with the Administrative Office of the Courts, Trial Court Technology Support Unit and will be filled at a Business Systems Analyst Trainee to a level II of the series. Under general supervision, performs entry-level duties. Analyzes, researches, documents, validates, and trains technology solutions for enterprise level IT systems and services utilized by the Nevada Trial Courts. Incumbents perform professional work to improve information systems and ensure that IT services meet current and future court business objectives. Provides operational support to enterprise information systems by monitoring and validating system performance and correcting known issues or escalating complex problems. Incumbents perform technical work to maintain applications essential for users to conduct court business.

This position is located in Carson City.

Education and Experience Requirements:

Business System Analyst Trainee Education and Experience: Bachelor's degree from an accredited college or university with major course work in business, public administration, computer science, management information systems, or closely related field OR an equivalent combination of education and experience.

Business System Analyst I Education and Experience: Bachelor's degree from an accredited college or university with major course work in business, public administration, computer science, management information systems, or closely related field and one year of progressively responsible professional experience relevant to the duties of the position which may include business analysis, system analysis, or application development OR an equivalent combination of education and experience.

Business System Analyst II Education and Experience: Bachelor's degree from an accredited college or university with major course work in business, public administration, computer science, management information systems, or closely related field and two years of progressively responsible professional experience relevant to the duties of the position which may include business analysis, system analysis, or application development OR an equivalent combination of education and experience.

Closing Date/Time: July 7, 2020
Salary: \$45,142 - \$87,320 DOE, employee/employer paid retirement
Job Type: Full-time

Apply at <https://www.governmentjobs.com/careers/nvcourts>

The Supreme Court of Nevada is an equal opportunity employer. If accommodation for a disability is needed during the application or examination process, contact the Personnel Analyst at 775.684.1744.