

Supreme Court of Nevada
ADMINISTRATIVE OFFICE OF THE COURTS

ROBIN SWEET
Director and
State Court Administrator



RICK STEFANI
Deputy Director
Information Technology

JOHN MCCORMICK
Assistant Court Administrator
Judicial Programs and Services

**IT Professional
Position #0029**

The IT Professional analyzes, develops, implements, maintains, and modifies information systems, networks, databases, and applications for enterprise level IT systems utilized by the Nevada Supreme Court and/or the Nevada Judiciary. Incumbents perform professional work to maintain information systems and to solve current and anticipated business challenges with technology. Knowledge of VMWARE, Veeam, Netbackup, SAN administration and network skills are preferred. Applications will be accepted for the Trainee Level through Level III of experience. The position is located in Carson City, Nevada.

Education and Experience:

IT Professional Trainee: Bachelor's degree from an accredited college or university with major course work in computer science, management information systems, or closely related field **OR** an equivalent combination of education and experience.

IT Professional I: Bachelor's degree from an accredited college or university with major course work in computer science, management information systems, or closely related field and one year of progressively responsible professional IT experience relevant to the duties of the position which may include systems administration, network administration, database administration, applications analysis and development, and/or information security **OR** an equivalent combination of education and experience.

IT Professional II: Bachelor's degree from an accredited college or university with major course work in computer science, management information systems, or closely related field and two years of progressively responsible professional IT experience relevant to the duties of the position which may include systems administration, network administration, database administration, applications analysis and development, and/or information security **OR** an equivalent combination of education and experience.

IT Professional III: Bachelor's degree from an accredited college or university with major course work in computer science, management information systems, or closely related field and three years of progressively responsible professional IT experience relevant to the duties of the position which may include systems administration, network administration, database administration, applications analysis and development, and/or information security **OR** an equivalent combination of education and experience.

Salary Range:

IT Professional Trainee: \$39,672 – \$58,338 DOE, employee/employer paid retirement

IT Professional I: \$44,954 – \$66,669 DOE, employee/employer paid retirement

IT Professional II: \$51,197 – \$76,316 DOE, employee/employer paid retirement

IT Professional III: \$55,833 – \$83,603 DOE, employee/employer paid retirement

Application Process:

In order for you to be considered for this position, you must complete and submit a Supreme Court of Nevada Employment Application, a cover letter, and a resume. You are responsible to provide specific, accurate, and complete information describing how you meet the minimum qualifications in your original application materials.

Applications are available on the Nevada Supreme Court, Administrative Office's Employment page:

http://nvcourts.gov/AOC/Administration/Human_Resources/Employment/

You may complete the application online and then print and submit all required items by mail or deliver to:

Cynthia Sampson, Personnel Analyst
Administrative Office of the Courts
Supreme Court Building
201 South Carson Street, Suite 250
Carson City, Nevada 89701-4702

You may also submit your application packet:

- via e-mail to: itprofessional@nvcourts.nv.gov
- via fax to: (775) 684-1777

The deadline to submit applications is Friday, March 24, 2017. Applications received after 5:00 p.m. on this date, will not be accepted.

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.