

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

VERISE V. CAMPBELL
Deputy Director
Foreclosure Mediation

**IT Professional / Applications Analyst and Developer
Position #0030**

The Applications Analyst and Developer analyzes, procures, develops (designs, programs, and constructs), tests, implements, documents, and maintains custom and off the shelf applications for the Court. Incumbents are required to define and implement enterprise and application software solutions to meet business, user, and functional requirements. Incumbents must have the ability to analyze business or software problems and recommend solutions, program in a general purpose programming language, test and debug code, develop written requirements for applications, develop procedures and processes to ensure application version control, create operational and user documentation, and use relational database management systems (RDBMS). Incumbents must be familiar with the application development lifecycle, how to integrate or exchange data with other systems, and methods to secure data on the application tier. Applications will be accepted for the Trainee Level through Level II of experience.

This 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.

Salary Range: \$38,899 – \$74,813 DOE, employee/employer paid retirement

Application Process:

In order for you to be considered for this position, you must complete a Supreme Court of Nevada Employment Application, a cover letter, and a resume. It is your responsibility 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/ where the application may be completed online and then printed and mailed or delivered 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

This announcement will remain active and applications will be accepted until the position has been filled. The first interviews will tentatively take place the last week of August, 2015.