

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

**IT Professional- Applications Analysis and Development  
Position #0033**

The Nevada Supreme Court is accepting applications for an IT Professional position. This position will be dedicated to the Nevada Supreme Court and/or the Nevada Judiciary.

Under general supervision, these positions analyze, develop, implement, maintain, and modify information systems, databases, and applications for enterprise level IT systems utilized by their respective unit/department. Incumbents perform professional work to maintain information systems and to solve current and anticipated business challenges with technology.

Incumbents develop information technology solutions by designing or modifying the systems, software, and/or services necessary to meet identified business, user, and system requirements of projects with limited scope. In addition, these positions assist in the development of solutions for more complex initiatives and use established techniques and methodologies to develop systems and applications.

This position is located in Carson City, Nevada.

**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:** \$55,039.68 – \$82,308.96 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/](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:

Supreme Court Building ♦ 201 South Carson Street, Suite 250 ♦ Carson City, Nevada 89701 ♦ (775) 684-1700 • Fax (775) 684-1723

Supreme Court Building ♦ 408 East Clark Avenue ♦ Las Vegas, Nevada 89101

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

**The deadline to submit applications is Friday, April 27, 2018. 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.*