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COLORADO RIVER COMMISSION
OF NEVADA

Unclassified Position Announcement

Network Administrator

(IT APPLICATIONS SPECIALIST)

Las Vegas, NV

RECRUITMENT OPEN TO: The Colorado River Commission of Nevada (Commission) is seeking qualified applicants for the position of **IT Applications Specialist** for its Information Technology Section. This is an unclassified, full-time position open to all qualified applicants and the hiring may occur during the recruitment process.

AGENCY RESPONSIBILITIES: The Commission receives and holds in trust water and hydropower allocations for the benefit of the State of Nevada and the agency's customers that are in southern Nevada. Additionally, the Commission owns, operates, and maintains significant electrical and communications infrastructure and jointly staffs an entity to purchase power for members of a joint action entity.

LOCATION AND HOURS: The position is in Las Vegas, Nevada. The hours will generally be 8:00 am to 5:00 pm, Monday through Friday, although other hours and weekends may be required if necessary. The position is a full-time office position with no remote work option available.

POSITION STATUS: Exempt (FLSA); serves at the will of the Executive Director of the Colorado River Commission of Nevada and reports directly to the Assistant Director of Energy Information Systems. Employment is contingent upon background check and a fingerprint criminal history check.

POSITION DESCRIPTION: The Colorado River Commission of Nevada is seeking an **IT Applications Specialist** to oversee and integrate both application development and database management. This multifaceted role requires technical issue resolution, and database administration, contributing to the Commission's mission of effective and secure

management of Nevada's water and energy resources. The Commission is seeking a qualified individual who is committed to public service and able to successfully:

- Develop, maintain, and secure application servers and web-based systems, such as hydropower billing and water accounting.
- Manage database servers and application tools, ensuring controlled user access.
- Implement backup and restoration protocols for databases and applications.
- Update and enhance existing programs and create custom applications to meet organizational needs.
- Train users on new and existing software applications.
- Support data analysis, technical issues, and database administration for various Commission departments.
- Utilize structured query language (SQL) for data storage and retrieval, designing effective storage solutions.
- Assist in automation of various departmental reporting needs.
- Collaborate closely with teams, adhering to specifications and instructions.
- Stay current with emerging security trends and technological advancements.
- Proficiency in a variety of programming languages, with an openness to learning and adapting to the agency's specific technological environment.
- The ideal candidate will have a strong background in application development and database design, coupled with a thorough understanding of modern computing hardware and software.
- Exceptional problem-solving, troubleshooting, and analytical skills.

This position is a perfect role for someone who can quickly adapt to specialized technology areas, interpret technical information accurately, and write clear and concise correspondence.

EDUCATION AND EXPERIENCE: Bachelor's degree in computer science, Information Systems, or a related field, or a combination of education and experience equivalent to a degree. Prefer a candidate with two to four years' full-time or equivalent part-time experience in software development, and database management. Experience with enterprise-level network technologies and demonstrated ability to work well as part of a diverse technical team.

APPROXIMATE GROSS SALARY: Starting salary depends on education, experience, knowledge, and abilities of a candidate to fulfill the needs of the position. Candidates with less experience may be considered with a lower starting salary with the opportunity for increases over time as the candidate grows in the position. The salary range for this position will be based on the Employee/Employer retirement plan pay scale with a salary range of \$55,000 to \$98,805. The Employer retirement plan may be chosen, but with a reduced salary.

BENEFITS: The State benefits package includes enrollment into the Public Employees' Retirement System (nvpers.org), a choice of health insurance plans (pebp.state.nv.us), eleven paid holidays, no State income tax, and paid annual leave and sick leave, after appropriate waiting periods. Other optional benefits are also available, including a deferred compensation program.

DEADLINE: Applications will be accepted until the position is filled.

Submit a cover letter and résumé to:

Gina Lee Goodman

Executive Assistant Manager

Colorado River Commission of Nevada

555 E. Washington Avenue, Suite 3100

Las Vegas, NV 89101

E-mails submissions will be accepted and should be sent to:

ggoodman@crc.nv.gov

Note to Applicant: In your letter of interest please indicate how you heard about the position. If you heard about this position through a website, please specify which website.

Posted: February 7, 2024