

UNITED STATES DISTRICT COURT
Middle District of Georgia
www.gamd.uscourts.gov

VACANCY ANNOUNCEMENT

Position:	Information Technology Technician II
Vacancy No:	2019-05
No. of Vacancies:	1 Full-Time
Location:	Macon, Georgia
Opening Date:	August 09, 2019
Closing Date:	September 06, 2019 no later than 5:00 PM EST, or until position is filled with preference given to applications received by 5:00 PM EST on by September 06, 2019
Salary:	CL-27 (\$49,772 - \$80,933) <i>Starting salary commensurate with qualifications and work experience.</i>

Description:

The Clerk's Office of the United States District Court for the Middle District of Georgia, Macon Division, is accepting applications for a full-time, permanent Information Technology Technician. This position is located in Macon, Georgia with periodic travel to divisional offices located in Albany, Athens, Columbus and Valdosta. Manual labor will be required, along with the ability to lift 25 pounds. Occasional after-hours work may also be required.

Examples of Duties:

- Perform IT Service Desk duties, including courtroom support
- Assist internal and external customers utilizing a variety of tools
- Create, maintain and deploy "gold images" for physical and virtual desktops
- Track, patch and maintain IT hardware and software assets
- Install, configure and troubleshoot client-based and multi-tier applications
- Support a complex, distributed, multi-vendor environment, including mobile technologies
- Analyze, isolate and solve system problems utilizing technical resources
- Maintain computer security resources and implement cybersecurity best practices
- Assist with network, server and user account administration
- Prepare and maintain documentation and train users to work with computer systems and programs

Qualifications:

Minimum Qualification:

Level	Minimum Experience and Education Requirements
CL-27	High school graduation or equivalent and two years of specialized experience, including at least one year equivalent to work at CL-25.

Specialized experience is progressively responsible full-time experience in an Information Technology position. This experience could include modifying, enhancing, designing, implementing, and/or maintaining computer systems including systems analysis, computer programming, systems integration and/or project management or equivalent. Demonstrated experience in supporting Windows desktop operating systems and troubleshooting and resolving technical problems involving PC equipment and peripherals. Ability to interact with nontechnical system users in a professional and supportive manner and the ability to effectively work in a team environment.

Preferred Qualifications:

A Bachelor's degree from an accredited 4 year college or university in Computer Science, Information Systems or related discipline or relevant technical certifications. Experience with Microsoft Windows Active Directory, virtualization technologies, and mobile devices. Experience with standards-based LAN and WAN architecture and common network protocols such as Ethernet, VOIP, VPN, wireless, Internet and TCP/IP. Experience supporting and troubleshooting audio visual equipment including microphones, speakers and displays.

Supplemental Information:

Notice to Applicants:

The United States District Court is an **Equal Opportunity Employer**. Employees of the United States District Court are required to adhere to a Code of Conduct, copies of which are available upon request. The United States District Court is part of the Judicial Branch of the United States Government. Employees of the United States District Court are Excepted Service Appointments. Excepted Service Appointments are considered AT WILL employees and can be terminated at any time with or without cause. The Federal Financial Reform Act requires direct deposit of federal wages for court employees. The court will not pay for any interview or relocation expenses. Applicants must be United States Citizens or eligible to work in the United States. All new selectees are subject to a background check or investigation and subsequent favorable suitability determination. Selectees to high-sensitive positions are subject to updated background investigations every five years.

The United States District Court reserves the right to modify the conditions of this job announcement, to withdraw the job announcement, or to fill the position at any time before the closing, any of which actions may occur without any prior written or other notice.

How to Apply:

Qualified applicants must apply online at <https://www.governmentjobs.com/careers/gamduscourts> application must include the following:

- (1) a cover letter;
- (2) a resume that details years of experience, including names and addresses of employers, dates of employment, functions managed, number and composition of personnel supervised, and salary history;
- (3) an Application for Judicial Branch Federal Employment (Form AO78 which is available at <http://www.uscourts.gov/forms/AO078.pdf>); and
- (4) a list of at least three professional references, with current contact information.

EMPLOYEE BENEFITS:

The United States District Court is part of the Judicial Branch of the United States Government. Court employees are entitled to the same benefits as other federal employees. These benefits include:

- 10 paid holidays per year;
- Paid annual leave in the amount of 13 days per year for the first three years of employment; 20 days after three years; and 26 days after fifteen years of federal service;
- Paid sick leave in the amount of 13 days per year;
- Mandatory participation in the Federal Employees Retirement Program and Social Security Retirement Program;
- Optional participation in the Thrift Savings Plan (TSP);
- Optional participation in the Federal Employees Health Benefits (FEHB), Federal Employee Group Life Insurance (FEGLI), Federal Employees Dental and Vision Plans (FEDVIP), and the Judiciary's Flexible Spending Programs.
- Optional participation in the Judiciary's Long Term Care Insurance Program.

For more information on benefits, see <http://uscourts.gov/careers/benefits>.