

# United States Bankruptcy Court District of Minnesota

Vacancy Announcement #2019-08

Position: Full Time Programmer Analyst

Salary Range: CL 27 (\$53,356 - \$86,762) to CL 28 (\$63,957 to \$103,984) BOQ

Location: Minneapolis or St. Paul, Minnesota

Closing date: December 2, 2019 or until filled

The United States Bankruptcy Court, District of Minnesota is accepting applications for a full-time Programmer Analyst. The position provides specialized technical support to five judges and fifty chambers and clerk's office staff located in Duluth, Fergus Falls, Minneapolis and St. Paul

The ideal candidate will have thorough working knowledge of all facets of the software engineering life cycle, including gathering and analyzing business requirements, designing, implementing and testing software solutions, maintaining code versioning and documentation, and training end users. The candidate must have the ability to work independently with minimal supervision.

This position reports directly to the Information Technology Manager.

## **Representative Duties:**

- Provide technical support for the court's web based case management system (CM/ECF), including installing, configuring and testing system upgrades, performing system administration, and developing local software modifications and enhancements;
- In collaboration with internal users and IT staff, design, develop and implement software applications and solutions that enhance organizational efficiency and capabilities, including customizing and implementing web-based applications, nationally-support systems and applications developed by other federal courts;
- Perform general setup and administration of operating systems and server platforms;
- Design, model, develop, and maintain new and existing relational databases, such as SQL Server, MySQL, and Informix;
- Respond promptly to resolve service requests;
- Write documentation for software applications,
- Develop and execute training plans for all new systems; and
- Clearly and regularly communicate with management and technical support colleagues.

## **Job-related Court-preferred skills:**

- Strong programming abilities, preferably in multiple languages (Java, Perl, PHP, JavaScript), as well as the ability to read and review complex code bases written by others;
- Analytical and creative problem solving abilities;
- Desire to research, learn, recommend, and implement new technologies;
- Excellent verbal and written communication skills;
- Familiarity and experience with Linux, Windows IIS, Drupal or other Content Management Systems, scripting and automating tasks (bash, shell, and Windows PowerShell);
- Experience using version control, and source code management (e.g. Git) and demonstrate the ability to apply these concepts to managing code changes;
- Familiarity with Agile development methods (e.g. Scrum); and
- Knowledge of software security principles and their application in new software development.

**Qualifications:**

Applicant must have two years of experience in software designing and programming with relevant technologies **or** a bachelor's/master's degree in an IT-related field from an accredited college or university is required. An internship may be available to a student who is currently enrolled in an accredited undergraduate program and has nearly completed his/her bachelor's or master's degree.

**Conditions of Employment:**

Candidates must also demonstrate organizational skills, good judgment, and willingness to work across different technical domains, the ability to work with confidential and sensitive information, and the ability to work with others in a team environment. Occasional overnight travel to divisional offices in Fergus Falls and Duluth may be required. All employees of the U.S. Bankruptcy Court are required to adhere to a written code of conduct, which is available for review upon request.

**Benefits:**

- Paid vacation and paid sick leave
- Optional participation in choice of health plans, dental and vision insurance programs, group life insurance program, long term care insurance, and optional participation in a pre-tax flexible spending account plan for commuter reimbursement, and dependent care and medical expenses not covered by health insurance
- Participation in the Federal Employee Retirement System (FERS)
- Optional participation in the Thrift Savings Plan with matching contributions (similar to 401K)
- Public transit subsidy as the budget permits
- 10 paid holidays per year
- Options for telework and/or compressed scheduling
- This position is subject to mandatory EFT (Electronic Funds Transfer) participation for payment of net pay.

**Additional Information:**

- Applicants must be citizens of the United States or be authorized to work in the United States. Please note citizenship requirements:  
<http://www.uscourts.gov/careers/search-judiciary-jobs/citizenship-requirements-employment-judiciary>
- Only the most qualified applicants will be contacted for personal interviews. No telephone calls please.
- Applicants to be interviewed may be asked to provide a completed Application for Judicial Branch Federal Employment (Form AO 78), and a list of references.
- Applicants selected for interview must travel at their own expense.
- The U.S. Bankruptcy Court is not authorized to reimburse candidates for interview or relocation expenses.
- The selected candidate will be subject to a background investigation as a condition of employment and will be hired provisionally pending successful completion of the investigation.

**Application:**

Qualified applicants should email a cover letter and resume in a single document to: [mnb\\_applications@mnb.uscourts.gov](mailto:mnb_applications@mnb.uscourts.gov). Please refer to ANNOUNCEMENT #2019-08 in the email transmittal.

The U. S. Bankruptcy Court has the right to modify the conditions of this vacancy announcement, or withdraw this announcement, either of which may occur without prior written or other notice.

The United States Bankruptcy Court is a part of the Judicial Branch of the United States Government. Employees of the United States Bankruptcy Court serve under "Excepted Appointment" and are considered "At-Will" employees.

Please visit the employment (<http://www.mnb.uscourts.gov/employment>) section of our website for other requirements and benefits information.

THE UNITED STATES BANKRUPTCY COURT  
IS AN EQUAL OPPORTUNITY EMPLOYER.