



VACANCY ANNOUNCEMENT

UNITED STATES DISTRICT COURT WESTERN DISTRICT OF PENNSYLVANIA

Address: Joseph F. Weis Jr. Courthouse
700 Grant Street, Suite 3110
Pittsburgh, PA 15219

Website: www.pawd.uscourts.gov

Position: Database Administrator/Programmer
Vacancy: 21-04
Duty Station: Pittsburgh, Pennsylvania
Salary: CL 28 (\$63,832– \$103,736) (Salary determined by qualifications and federal court experience as set forth in the “Qualification Requirements” section of this Notice.)

Overview

Our Information Technology (IT) professionals support the courts’ extensive technology programs. They make it possible for the judiciary to deliver justice in a technology-driven environment. The federal Judiciary seeks IT professionals who are in touch with the latest technology and software programs. [Click here](#) to view a brief video about the Judiciary’s IT professionals.

The selected candidate will be working with SQL, Informix, and other similar database applications. Primary responsibilities will include generating daily, monthly and weekly reports based on pre-defined and ad-hoc queries that will routinely require variable modifications. The database administrator will also be responsible for designing and creating database applications to meet operational needs for recording, organizing and analyzing data. The applicant should be familiar with working in a virtualized server environment. Potential full-time telework opportunities available for candidates with five plus years of federal court experience.

Representative Duties

- Oversee all technical aspects of database administration design, development, and support of multiple database applications, including debugging code and upgrading software.
- Database daily operations will include: securing organizational data, restoring lost data, modifying user permissions, testing modifications, merging old databases, and conducting performance monitoring.
- Develop and maintain custom database applications that support Court records to create interactive web-based applications that meet IT security and best practice requirement
- Perform data integration, write efficient SQL queries, and develop/deploy reporting solutions that apply data visualization standards and best practices, and meet high quality data accuracy standards.
- Ability to interpret and modify existing scripts developed in Perl/CGI, Shell, and SQL.
- Experience working with Linux and Unix operating systems.
- Create, review, maintain, and submit ad-hoc monthly, quarterly, and yearly statistical reports, using Tableau, Crystal Reports, Microsoft Power Bi and/or SAP Business Objects.



How to Apply

Apply only through the court’s online application tracking system which is accessed at the Employment Section (Court Info) of the Western District of Pennsylvania website: [Click here](#)

Please submit the following: a cover letter stating the reason for your interest in the position; a resume, including complete employment, educational history, skills, and experience; and a completed Application for Judicial Branch Federal Employment, AO78, which can be downloaded when applying or [Click here](#)

Applicants will receive an email confirmation upon receipt. Incomplete applications will not be considered.

Only candidates selected for testing and interview will be notified and must travel at their own expense. Relocation expenses will not be reimbursed.

Important Dates

Opening: February 24, 2021

Closing: Open until filled. Preference will be given to those applications received by March 19, 2021.

District Overview

The District’s jurisdiction encompasses the 25 western counties of Pennsylvania, with courthouses located in Erie, Johnstown and Pittsburgh. The District is comprised of United States District Judges, United States Senior District Judges, United States Magistrate Judges and approximately 165 employees.

- Ability to analyze and synthesize information to create reports to support business unit decisions.
- Ability to run complex SQL queries consisting of grouping data and using aggregate functions.
- Manage and deploy database applications using SQL and MySQL.
- Develop backup and restoration strategies for database applications and services.
- Use development technologies such as ASP.NET, C#, VB.NET, HTML, JavaScript, ColdFusion, Drupal, SharePoint, Apple iOS, SQL Server and MySQL. Experience with Informix databases a plus.
- Experience importing and linking SQL data sources into Excel and managing data source connections to provide real-time reporting.
- Perform other related duties or special projects as required.

Qualification Requirements

- Minimum of two years of experience in relational database administration.
- One year of programming and debugging in object-oriented programming languages.
- Self-starter with the ability to work independently and as part of a team.
- Ability to work on multiple projects and deliver work according to priorities assigned by the manager.
- Provide technical support and solutions for complex problems that may arise.
- Design, build, test, implement and maintain integrations between the packaged application and other internal and external applications.
- Critical thinking, attention to detail, analytical skills, and the ability to independently research and make recommendations.
- Must be able to communicate effectively with team members regarding collaborative tasks and distill information for end user consumption.
- Excellent organizational skills with the ability to multi-task, prioritize, follow through, and meet deadlines in a fast-paced environment. Ability to adjust priorities quickly as circumstances dictate.
- Advanced knowledge of Windows and Microsoft Office Suite with specialized experience working with Excel and Access.
- Ability to travel to and provide onsite support at remote divisional courthouses and to attend at other locations training when necessary.
- Availability to provide alternate divisional office, after-hours, or weekend support as needed.
- Physical effort may be involved in moving and lifting moderately heavy items when installing or troubleshooting IT infrastructure equipment.

Preferred Qualifications and Court Preferred Skills

Bachelor's degree or higher in computer science or in an IT related field and at least five (3) years of specialized experience in Information Technology which demonstrates working knowledge, skills, and abilities to successfully perform the duties of the Database Administrator/Programmer.

Preferred experience in SAP Business Objects reporting

- Knowledge of and experience creating SQL queries in Informix, MySQL, or equivalent databases.
- Experience "reverse engineering" existing systems.

*Specialized Experience means progressively responsible experience in managing or maintaining critical systems or applications. The ability to manage services to meet uptime level expectations for application reliability. Education at a Bachelors' degree or higher may be substituted for required specialized experience if obtained in a field closely related to the subject-matter of this position.

Benefits

Employees are eligible for a full range of benefits to include retirement, health and life insurance, flexible benefits, long-term care insurance, paid holidays, and annual and sick leave accrual. [Click here](#) for additional information.

Background Investigation

This position is classified as a high-sensitive position which requires the selected candidate to submit to a five-year background investigation with periodic updates every five years thereafter. The selected candidate may be hired provisionally pending the successful completion of the required background investigation and favorable employment suitability determination.

Applicant Information

Employees must adhere to a [Code of Conduct](#). The Court provides reasonable accommodations to applicants with disabilities. Veterans' preference is not a factor used in Judicial Branch appointments. Applicants must be U.S. citizens or lawful permanent residents seeking U.S. citizenship. Positions with the U.S. Courts are excepted service appointments, which are "at will" and may be terminated with or without cause. Employees are required to use electronic funds transfer for payroll deposit. The court reserves the right to modify the conditions of this job announcement, to withdraw the job announcement, and/or to commence interviews immediately, any of which may occur without prior written or other notice. In the event a position becomes vacant in a similar classification within a reasonable time from the original announcement, the Clerk of Court may select an appointee from the candidates who responded to the initial announcement without posting the vacancy. Court employees may qualify for forgiveness of remaining balances due on federal student loans under the *Public Service Loan Forgiveness Program*.

The United States District Court, Western District of Pennsylvania is an Equal Opportunity Employer.