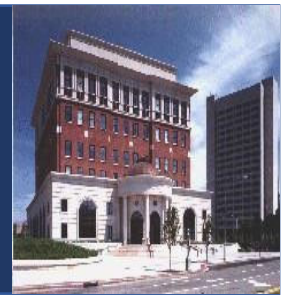




# UNITED STATES DISTRICT COURT SOUTHERN DISTRICT OF NEW YORK



**Position:** Systems Engineer

**Vacancy No.** 22-24R

**Location:** 500 Pearl Street, New York

**Term:** Permanent

**Class Level:** CL-28

**Salary Range:** \$73,768 – \$119,959  
(Depending on qualifications & experience)

**Opening Date:** August 19, 2022

**Closing Date:** Open Until Filled

## BENEFITS:

- Paid Annual & Sick Leave
- Paid Holidays
- Employer subsidized Health Insurance
- Group Life Insurance
- Supplemental Vision/Dental Insurance
- Retirement Benefits Plan (FERS)
- Thrift Savings Plan (TSP)
- Flexible Spending Accounts
- Transit Subsidy Program (pursuant to eligibility requirements)
- Pre-tax benefit programs

**\*This position is eligible for telework on an as need basis.**

**DUTIES AND RESPONSIBILITIES:** The Systems Engineer is responsible for coordinating and overseeing the court unit's information technology servers. The incumbent implements complex updates, including developing systems documentation and data network security; performs server troubleshooting and triage during service failure scenarios and participates in intense investigations to determine the root cause and develop corrective actions. The incumbent ensures effective and efficient server maintenance and operations workflow and practices to help improve availability and performance of systems and dependent environments. Duties also include collaborating with supervisors, managers, executives, and judges locally as well as at other court units. Must be available/willing to work on periodic after hours maintenance windows.

The Systems Engineer provides technical expertise as a team member in the development and operational support of the court's systems and services. Design, test, secure and deploy new or enhanced servers including resident software services. Ensure effective and efficient server maintenance and operations workflow and practices to help improve availability and performance of systems and dependent environments. The incumbent supports the court's current LAN/WAN network environment and integration into future unified communications networking systems.

The incumbent understands one or more of the key areas of a solution, i.e., Distributed Computing, Networking, Storage, Virtualization and Cloud Management stack. Provides responsible, timely, detailed status updates of assigned projects and deliverables. The incumbent has strong Infrastructure experience including knowledge of storage systems, virtualization technologies and networking. Responsible for the creation, maintenance, and enhancement of data backup and recovery procedures and practices. Conduct comprehensive data security assessments and provide for network security through hardware and/or software solutions.

## **CONDITIONS OF**

**EMPLOYMENT:** Applicants must be U.S. citizens or lawful permanent residents seeking U.S. citizenship. All new hires must be vaccinated against COVID-19 as a condition of employment; exemptions/reasonable accommodations for medical/religious reasons may be provided on case-by-case basis prior to starting employment. Requests for exemptions will only be accepted once an offer of employment has been made. Employees of the United States District Court are not included in the government's Civil Service classification and are at-will employees. All employees are required to adhere to the Code of Conduct for judicial employees. The successful candidate for this position is subject to a background check. This position is subject to mandatory electronic funds transfer for payment of net pay.

\*All internal applicants will receive an email confirming receipt of their application. If confirmation is not received within two days after the vacancy closes, please contact Human Resources.

The Systems Engineer provides hardware and software support for Microsoft Windows Server, VMWare ESX, and Redhat Linux operating system environments. Provide troubleshooting support for locally developed ECF and e-Filing systems, Active Directory, IIS, Informix, Exchange and SQL Servers, and other court-developed software applications and services. Analyze and research procurement needs relating to the purchase of new server hardware and dependent accessories including software utilities and backup tapes. Create and maintain systems documentation. Powershell experience is a plus. Perform other duties as required.

**REQUIRED QUALIFICATIONS:** To be considered for this position you must be a high school graduate, or equivalent. To qualify for the CL-28 level, you must have two years of specialized experience at or equivalent to the CL-27 level, or completion of a master's degree or two years of graduate study (27 semester or 54 quarter hours) in an accredited university in a field closely related to the subject matter of this position. \*Internal applicants who are permanent employees must be in their current position for one year to apply.

**REQUIRED SKILLS:** In addition to excellent leadership and interpersonal skills, successful candidates must have a thorough knowledge and skill. Thorough knowledge of theories, principles, practices, and usage of computer hardware and software. Advanced knowledge of office database design and data communications. Thorough knowledge of capabilities, limitations, and functional applications of information technology. Advanced knowledge of networking, operating systems, servers, and multi-tiered architectures with thorough knowledge of LAN/WAN internetworking technologies and strong network troubleshooting skills. Skill in writing program documentation.

Ability to thoroughly analyze operating systems and identify complex issues to troubleshoot a problem or system crash. Thorough knowledge of flowcharting, form design, and control procedures. Extensive knowledge of data communication security and privacy techniques. Knowledge of and skill in information technology management. Skill in reviewing procedures, policies, and manuals. Skill in coordinating information technology projects with senior management. Skill in analyzing, interpreting, and presenting research findings to prepare design specifications. Ability to manage multiple projects, prioritize work, and meet established deadlines and commitments.

**SPECIALIZED EXPERIENCE:** Progressively responsible experience related to the technical aspects of data processing, office automation, and data communications and their applications, terminology, and methodology, including the accomplishment of computer project assignments that involved systems analysis, design, implementation, integration, and management. \*Specialized work experience attained in other governmental and private sector positions may be creditable, but that experience must be evaluated to determine whether the level of experience is equivalent to work at the specified CL. All internal applicants requesting review of work experience outside the federal judiciary as part of the qualification process, please contact Human Resources.

**APPLICATION PROCEDURE:** To be considered for this position, please submit your resume detailing your education and work experience along with a cover letter. The cover letter must indicate the position for which you are applying, including the vacancy number, and identify how your education and/or experience relate to the duties and responsibilities of the position. Only applications submitted via email will be accepted. It is preferred for the application to be submitted in a single PDF document, and for candidates to include the vacancy number and position title in the subject field of the email containing the application. Applications submitted as zip files, cloud files and/or links will not be accepted. Applications that do not conform to the above procedures will not be considered. Please submit your application to:

**[Personnel@nysd.uscourts.gov](mailto:Personnel@nysd.uscourts.gov)**



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**EQUAL OPPORTUNITY EMPLOYER**

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