

# State of Nevada Announces Recruitment For...

## IT PROFESSIONAL IV - POSITION WILL BE LOCATED IN CARSON CITY OR LAS VEGAS - 07.921

<b>APPROXIMATE ANNUAL SALARY - \$59,779.44 to \$89,846.64 PAY GRADE:</b> <b>41</b> *A Permanent, full time vacancy *Department: Attorney General *Division: Attorney General *Open to all qualified persons. *Applications accepted for another 14 Days 2 Hrs 50 Mins	<b>ANNOUNCEMENT NUMBER 27952</b>  *Posted 03/31/16 *Direct inquiries to: S GHAN (775)684-0133 or email bghan@admin.nv.gov
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### The Position

Information Technology (IT) Professionals analyze, develop, implement, maintain, and modify computer operations, systems, networks, databases, applications, and/or information security. Incumbents may perform duties in one or more IT specialization areas depending on the needs of the agency.

Incumbents perform supervisory duties and manage projects of varying size, scope, and impact to agency operations to include serving as the project leader; planning, organizing, and directing project activities; resolving design conflicts; data administration; resource allocation; contract negotiation; timeline development; critical path tracking; justifying the need for additional resources; and coordination with other work units within and outside the organization as assigned. Non-supervisory positions must spend the preponderance of their time performing the most advanced professional work in project management and oversight or technology planning and consultation.

This position will be located in Carson City or Las Vegas depending on the location of the best candidate. The incumbent serves as the Sr. Application and Database Administrator for the Office of the Attorney General. Specific duties include managing all agency case management and Commercial Off the Shelf (COTS) applications and the database infrastructure that supports the applications, and acting as the Project Manager for upgrades and installations regarding those applications and databases. Responsibilities include ensuring that all systems supported are properly patched, secured, and backed up in accordance with State and Attorney General policies and procedures. This position supervises subordinate staff and provides training and mentoring to subordinate staff and other members of the Attorney General IT Team in areas of expertise and responsibility.

To see full Class Specifications visit: [http://hr.nv.gov/Resources/ClassSpecs/Class\\_Specifications-7\\_0/](http://hr.nv.gov/Resources/ClassSpecs/Class_Specifications-7_0/)

### To Qualify

#### Education and Experience

1) Bachelor's degree from an accredited college or university with major course work in computer science, management information systems, or closely related field and five years of progressively responsible professional IT experience relevant to the duties of the position which may include systems administration, network administration, database administration, applications analysis and development, and/or information security, two years of which were at the advanced journey level or in a supervisory or project management capacity; OR bachelor's degree from an accredited college or university with major course work in computer science, management information systems, or closely related field and five years of progressively responsible professional IT experience which may include systems administration, network administration, database administration, applications analysis and development, and/or information security, relevant to the duties of the position, two years of which were at the journey level in information security; OR two years of relevant experience as an IT Professional III in Nevada State service; OR an equivalent combination of education and experience.

#### Special Notes

1) Applicants for positions in this series may have a combination of complementary education, experience, knowledge, skills and abilities that qualify for the class level and specialty being recruited.

#### Special Requirements

- 1) This position is subject to call-out or call-back.
- 2) Working evenings, weekends, and/or holidays is required.
- 3) A pre-employment criminal history check and fingerprinting are required.

#### Additional Position Experience

1) Experience as a Microsoft SQL Server Database Administrator (DBA) is required, including database tuning and SQL Server Reporting Services (SSRS).

2) Experience with Commercial Off The Shelf (COTS) application administration is required.

## **Examination**

### **Application Evaluation Exam**

The exam will consist of an application evaluation. It is essential that applications include extensively detailed information with time frames regarding education and experience. The most qualified applicants will be contacted by the hiring agency for interview.

**The following additional questions are part of this Recruitment**

- 1) Please describe your experience with securing, backing up, and recovering systems.**
- 2) Please describe any experience that you have had with supervising technical staff.**
- 3) Please describe any experience that you have had with training technical and/or business staff.**
- 4) Please describe any experience that you have had as a team lead or project manager.**

### **Direct inquiries or correspondence to:**

Division of Human Resource Management  
Northern Nevada  
209 East Musser Street,  
Room 101  
Carson City, Nevada 89701-4204

TDD for the Hearing Impaired (800) 326-6868

Division of Human Resource Management  
Southern Nevada  
555 East Washington Avenue,  
Suite 1400  
Las Vegas, Nevada 89101-1046

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