



**U.S. Bankruptcy Court,  
Middle District of Tennessee**  
701 Broadway  
Nashville, TN 37203

### **Benefits**

Federal benefits include:

- Paid Vacation
- Sick Leave
- 10 Paid Holidays
- Retirement Benefits to include a defined contribution program (4.4% of gross pay)
- Thrift Savings Plan (TSP), a 401(k)-styled program with a government match of up to 5%

Optional benefits include:

- Health Insurance
- Life Insurance
- Disability Insurance
- Long-term Care Insurance, which includes medical and dependent care reimbursement.

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# U.S. Bankruptcy Court – Middle District of Tennessee

Career Opportunity # 19-02

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## **PROGRAMMER ANALYST**

**Position Type:** One year and one day with benefits and the possibility of becoming a permanent position.  
**Salary Range:** \$48,951 - \$79,617 (CL 27, Steps 1-61)  
\$58,700 - \$95,388 (CL 28, Steps 1-61)  
(Depending on qualifications and experience)  
**Promotion Potential:** CL 28 without further competition  
**Announcement Date:** 01/18/2019  
**Preference Deadline:** OPEN UNTIL FILLED  
**Location:** Nashville, TN

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### **POSITION OVERVIEW**

The United States Bankruptcy Court for the Middle District of Tennessee is seeking applicants for the position of Programmer Analyst. Programmer analysts perform professional work related to designing, modifying and adapting new and existing software. Programmer analysts at this level of function are primarily responsible for writing code and meeting with end users to analyze their needs and to implement software solutions. Their duties may also include collaborating with supervisor, managers, executives and judges. The court operates on a multi-hardware and operating systems platform environment that includes Linux, Windows, vSphere/VDI, desktops, laptops and servers.

### **REPRESENTATIVE DUTIES**

- Write code to specifications. Document work. Develop custom reports. Prepare flow charts. Perform routine testing.
- Analyze user needs and software requirements to determine feasibility of design within time and cost constraints. Coordinate software system installation and monitor equipment functioning to ensure specifications are met. Analyze information to determine, recommend, and plan computer specifications and layouts, and peripheral equipment modifications.
- Design, modify, adapt, and enhance existing software to correct errors, allow adaptation to new hardware, or to improve performance of the software. Create and maintain data dictionaries. Develop and perform software system testing and validation procedures and documentation. May review and analyze the work of programmers.
- Provide analysis and recommendations to the systems manager in user needs and software requirements to determine feasibility of design within time and cost constraints.
- Confer with technical staff and end users to design software applications, including exchanging information on project limitation and capabilities, performance requirements, and interfaces. Consult with customers about software system design, enhancement, and maintenance. Provide end user support for applications supported. Serve as a liaison between peers and end users.
- Other duties as assigned.



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### **How to Apply**

Applicants must submit the following:

- 1) Cover Letter
- 2) Resume
- 3) Three professional references with contact information.

Go to our web site:  
<https://opportunities.ilnb.uscourts.gov/Employment/appform.cfm?ref=th4wrus9&pos=19-02> to submit an online application, along with the items listed above.

Attachments should be submitted as Microsoft Word or Adobe Acrobat.pdf documents. Other formats are not acceptable.

Applications will be considered complete when all required attachments in proper format are received in the Human Resources Division. Applicants and/or attachments received after the closing date may not be considered.

Unsuccessful applicants will be notified by mail. Interview will be scheduled by phone. **Do not contact the court to inquire about the status of any application or the reason for rejection.**

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## **QUALIFICATIONS**

To qualify for this position at the CL 27 level, the applicant must be a high school graduate and have two years specialized experience, including at least one-year equivalent to work at the next lower level (CL 25). To qualify at the CL 28 level, the applicant must have two years specialized experience, including at least one-year equivalent to work at the next lower level (CL 27).

Specialized experience is progressively responsible experience designing, implementing or maintaining computer systems that included the completion of computer project assignments involving systems analysis, computer programming, systems integration, and information technology project management.

Completion of a master's degree or two years of graduate study in an accredited university may be substituted for required specialized experience if obtained in a field closely related to the subject- matter of this position.

The ideal candidate will possess a bachelor's degree in an IT related field and at least five years experience in Information Technology.

## **PREFERRED QUALIFICATIONS**

Preference will be given to those candidates who possess progressively responsible technical experience related to web-based applications development and the administration of supporting database software, operating systems, and server platforms. Knowledge and experience in web development environments/languages including Microsoft Visual Studio/ASP.Net, C#, Visual Basic, MS SharePoint, SQL, Adobe SDK, Adobe ColdFusion, JavaScript, Perl, HTML, DHTML, HTML5, PHP, CSS, MS Visual Foxpro, FoxWeb, and Drupal is highly preferred. DBA experience with database products including Microsoft SQL Server, MySQL, and Informix Dynamic Server is also preferred. Also, experience with the Red Hat or Ubuntu Linux and Windows Server (2008 and above) operating systems and Microsoft IIS is desirable, as is experience with off-the-shelf reporting tools including SQL Server Reporting Services (SSRS), Crystal Reports, and Business Objects. A good working knowledge of Microsoft Office software products is also preferred.

Preference will also be given to candidates whose work experience provides evidence of strong customer service skills; the ability to work cooperatively with clients, team members, and managers; the ability to handle multiple priorities in a fast-paced environment; and the ability to follow an assigned project through to completion. A bachelor's degree from an accredited university or college is also preferred.

## **APPLICANT INFORMATION**

- Applicants selected for an interview may be required to participate in skills tests that assess written and verbal skills, analytical reasoning abilities and computer knowledge.
- All promotions are subject to approval of the Administrative Office of the United States Courts.
- Participation in the interview process will be at the applicant's own expense and relocation expenses will not be provided.



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- All information provided by applicants is subject to verification and background investigation. Applicants are advised that false statements or omission of information on any application materials or the inability to meet the following conditions may be grounds for non-selection, withdrawal of an offer of employment or dismissal after being employed.
- Non-citizens may be interviewed and considered for employment, but employment offers will only be made to individuals who qualify under one of the exceptions in 8 U.S.C. § 1324b(a)(3)(B). In most cases, this means that an offer of employment cannot be made unless the candidate is a lawful permanent resident who is seeking United States citizenship as explained below. Under 8 U.S.C. §1324b(a)(3)(B), a lawful permanent resident seeking citizenship may not apply for citizenship until he or she has been a permanent resident for at least five years (three years if seeking naturalization as a spouse of a citizen), at which point he or she must apply for citizenship within six months of becoming eligible, and must complete the process within two years of applying (unless there is a delay caused by the processors of the application). Non-citizens who have not been permanent residents for five years will be required to execute an affidavit that they intend to apply for citizenship when they become eligible to do so.
- The Court reserves the right to modify the conditions of this job announcement, or to withdraw the announcement, any of which may occur without prior written or other notice. In the event that a position becomes vacant in a similar classification, within a reasonable time of the original announcement, the Court may elect to select a candidate from the applicants who responded to the original announcement without posting the position.
- Only qualified applicants will be considered for this position. Employees of the U.S. Bankruptcy Court serve under “Excepted Appointments” and are considered “at will” employees. Federal Civil Service classifications or regulations do not apply; however, court employees are entitled to substantially the same benefits as other Federal Government employees.
- The initial appointment to this position is provisional pending the successful completion of the required background checks and/or investigations.

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