

**RECRUITMENT & EXAMINATION ANNOUNCEMENT**

**IT SYSTEMS TECHNICAL SPECIALIST (SS)**

**Announcement # 10-4488-909**

(List both the title and announcement number on your application.)

**Salary: \$48,398 - \$77,701 (Grade 19)**

The salaries referenced above are in accordance with the State of Maryland Executive Order 01.01.2009.11 - Fiscal Year 2010 State Employees' Furlough and Temporary Salary Reduction Plan.

**CLOSING DATE: FEBRUARY 8, 2010**

**THIS IS A POSITION SPECIFIC RECRUITMENT. THE RESULTING ELIGIBLE LIST WILL BE USED TO FILL THIS POSITION OR FUNCTION ONLY. PERSONS INTERESTED IN FUTURE VACANCIES MUST REAPPLY AT THAT TIME.**

The Department of Labor, Licensing and Regulation (DLLR), Office of Information Technology is accepting applications from qualified candidates for IT Systems Technical Specialist. This position serves as project manager/systems analyst for major complex web applications using Microsoft SQL Server, Visual Basic.NET and Microsoft Project. Responsibilities will be to provide planning, design, testing and scheduling services for new or existing systems or applications across an area of specialization to include, but not limited to, PC and web applications, database and mainframe software technologies; provide expert technical advice and guidance to information technology staff regarding future directions, customization, software or hardware enhancements and software or hardware purchase recommendations in designated area of specialization; provide expert guidance to programming staff in preserving the integrity of the application and database design; design and implement flexible reporting, data and system analysis architecture to deliver online reporting capabilities; design and implement reporting architecture for complex, changing federal requirements; write user and technical documentation.

**ALL APPLICANTS MUST MEET THE MINIMUM AND SELECTIVE QUALIFICATIONS AS OUTLINED BELOW.**

**MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:**

**Education:** Bachelor's degree from an accredited college or university in Computer Science, Computer Information Technology, Management Information Systems, or other information technology-related field to include coursework in application, communication, database or operating systems software technology.

**Experience:** Three years of experience designing, developing, testing, implementing and maintaining application, communication, database or operating systems software.

**SELECTIVE QUALIFICATION:**

One year of the required experience must include managing medium to large information technology projects.



Notes:

1. Graduation from an accredited high school or possession of a high school equivalency certificate and thirty credit hours from an accredited college or university in Computer Science, Computer Technology, Management Information Systems, or other information technology-related field to include course work in application, communication, database or operating systems software technology may be substituted for the required education.
2. Graduation from an accredited high school or possession of a high school equivalency certificate and one additional year of experience designing, developing, testing, implementing and maintaining application, communication, database or operating systems software may be substituted for the required education.
3. Experience operating computer systems; or scheduling, controlling input and output to process data on computer systems; or evaluating, implementing and maintaining computer hardware and software; or converting data from project specifications by developing program code using generally accepted computer programming languages may be substituted for high school education on a year-for-year basis.

**SELECTION PROCESS AND ASSESSMENT:** All applicants must provide sufficient information on the application (and on separate pages, if necessary) to show they meet the qualifications for this recruitment. All information concerning his/her qualifications must be submitted and received by the closing date. We will not consider information submitted after this date. Successful candidates will be placed on the eligible list categorized as Best Qualified, Better Qualified or Qualified. The eligible list will be used by DLLR for a period of one (1) year to fill vacancies in this classification.

**EXAMINATION:** The examination will consist of a rating of your education, training and experience as they relate to the requirements of the position. **YOUR RATING WILL BE BASED ON THE INFORMATION PROVIDED ON YOUR APPLICATION. Therefore, it is imperative that you list all the experience and education that is related to this position completely and accurately on the application. (RESUMES WILL NOT BE ACCEPTED FOR ANY PORTION OF THE APPLICATION. "See Resume" or "see attached" written on the application is not acceptable.)**

**HOW TO APPLY:** All qualified applicants must submit a completed Maryland State application (MS-100 ~ No Resumes) and submit a copy of the college diploma or transcript to:

DLLR Office of Human Resources  
1100 N. Eutaw Street, Room 100  
Baltimore, MD 21201  
Attn: ITSTS / WKG

**Closing Date: February 8, 2010**

**Applications must be received in the Office of Human Resources by the close of business on the closing date. POST MARKS ARE NOT ACCEPTED.**

Applicants may obtain Maryland State applications by visiting the Department of Labor, Licensing and Regulation, Office of Human Resources or by calling (410) 230-6300 Monday-Friday during business hours or by visiting our website at <http://dbm.maryland.gov/jobseekers/Pages/StateApp.aspx>.

Department of Labor, Licensing and Regulation is an equal opportunity employer. It is the policy of DLLR that all persons have equal opportunity and access to employment opportunities, services, and facilities without regard to race, religion, color, sex, age, national origin or ancestry, marital status, parental status, sexual orientation, disability or veteran status.

TTY users, call via The Maryland Relay Service

(Date Issued: 01/25/10)