

COMPUTER ANALYST II

Program/Dept.: Court Technology/Court Administration
Location: DeLand
Position #: 6096
Annual Salary: \$60,260-\$63,273
Deadline to Apply: Open Until Filled

Function:

Progressively responsible position performing technical and professional work supporting users of desktop computers, laptops, tablets, audio/video systems, cell phones and other mobile computing devices. Analyzes, designs, implements and maintains computer hardware, software applications and peripheral devices.

- Assists in developing project plans for enterprise-wide desktop hardware/software upgrades and migrations.
- Validates plans using research, modeling, testing, and pilot sites.
- Performs research, evaluation, and recommendation of specialized third-party application solutions for users.
- Organizes and manages multiple computer projects to ensure proper resource allocation and prioritization for timely implementation.
- Troubleshoots hardware and software connectivity and communication problems.
- Develops user documentation and provides ongoing operational support to end-user computer systems.
- Independently manages projects and determines project resource requirements including personnel, hardware, and software.
- May develop scripts to utilize software tools to automate tasks or gather information.
- Must adhere to federal, State, County and Local ordinances. Performs other duties as assigned.

The position will initially be headquartered in DeLand. Headquarters are subject to change based upon the needs of the court. Work hours may include periodic weekends and holidays. Day travel to offices throughout the county will be required as needed.

Minimum Requirements:

Any combination of related college education (business, science, mathematics) and/or experience totaling 6 years.

Knowledge, Skills and Abilities:

Knowledge of local and wide area network computer design, installation and administration, specifically: ethernet technology. Knowledge of Florida State Courts System and related civil and criminal justice agencies. Ability to design and implement microcomputer networks. Ability to define and diagnose problems with microcomputer networks. Ability to diagnose and troubleshoot audio, audio/video recording, audio/video presentation, and video conferencing systems. Ability to conceptualize network designs and prepare a detailed implementation plan; Ability to work well independently. Excellent problem-solving skills. Ability to explain technical functions to non-technical users. Ability to maintain a friendly and professional composure under stressful situations.

This Volusia County funded position is paid biweekly and includes the Volusia County benefits package. The successful applicant will be subject to a criminal background screening and employment eligibility verification through E-Verify. If not already a Volusia County funded employee, the successful applicant is required to undergo a drug screening test.

How to Apply

For information on minimum requirements and instructions on how to apply, please visit www.volusia.org/personnel. Create and submit an online application specifically for this position by the deadline. If you require an accommodation to participate in the application/interview process, please contact Anne Pierce at 386-626-6561 or apierce@circuit7.org with as much notice as possible. We will be happy to make every effort to accommodate reasonable requests.

The 7th Judicial Circuit Court is
an equal opportunity and
E-Verify employer.



SEVENTH
JUDICIAL CIRCUIT OF FLORIDA