

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
POSITION VACANCY ANNOUNCEMENT**

**D.C. LOTTERY AND CHARITABLE GAMES CONTROL BOARD
HUMAN RESOURCES DEPARTMENT**

ANNOUNCEMENT NO: DCLB 2004-06

POSITION: Information Technology Specialist
DS-2210-14

OPENING DATE: 03/15/2004

CLOSING DATE: Open Until Filled

IF "OPEN UNTIL FILLED," **FIRST**
SCREENING DATE: **03/26/2004**

SALARY RANGE: \$72,521 - \$93,456 per annum

TOUR OF DUTY: 8:15 am. – 4:45 p.m.

WORKSITE: 2101 M.L.K., Jr. Ave., S.E.
Washington, D.C. 20020

AREA OF CONSIDERATION: Unlimited

PROMOTION POTENTIAL: None

NO. OF VACANCIES: One

DEPT.: Information Technology Department

DURATION OF APPOINTMENT: [] EXCEPTED SERVICE [] TERM (13 Months to 4 years), Not to Exceed ___ [] Temporary (up to 1 year), Not to Exceed ___ months [X] OCFO Position*

This position IS NOT in a collective bargaining unit. *Employee serves at the pleasure of the CFO of the District of Columbia. This appointment is neither a Career, Executive, or Excepted Service Appointment, pursuant to the Comprehensive Merit Personnel Act (CMPA). Employee has no retreat rights to the Career Service.

CRIMINAL BACKGROUND INVESTIGATION WILL BE CONDUCTED

"RESIDENCY PREFERENCE AMENDMENT ACT OF 1988: An applicant for a position in the Career Service or for an attorney position (DS 905) in the Excepted Service who is a bona fide resident of the District of Columbia AT THE TIME OF APPLICATION, may claim a hiring preference over a non-resident application by completing the 'Residency Preference for Employment' form DC 2000RP, and submitting it with the employment application, DC 2000. To be granted preference, an applicant must: (1) be qualified for the position; and (2) submit a claim form at the time of application. Except for employees entitled by law to preference, preference will not be granted unless the claim is made at the time of application."

BRIEF DESCRIPTION OF DUTIES: The incumbent is responsible for assisting in all areas of the agency's current and future technology concerns. Provides critical insight into the support of enterprise user groups, the online gaming platform, instant games, the communications network, desktops, and systems security. Coordinates the on-going update of virus definitions and all system service pack patches. Responsible for resolving system audits, license and trouble management reports. Prepares, maintains and enhances organizational protocols in disaster recovery, systems analysis, testing and evaluation of software releases. Responsible for rationalizing and optimizing the utilization, configuration, and maintenance of networked systems including the local area network (LAN) and wide area network (WAN). Assists in training development, user group support, and enterprise automation projects.

QUALIFICATIONS REQUIREMENTS: Candidate must possess a minimum of six (6) years of specialized experience which is directly related to the line of work of the position to be filled and which equips the applicant with the particular knowledge, skills and abilities to successfully perform the duties of the position. Experience must be at least equivalent to the next lower grade level.

SELECTIVE PLACEMENT FACTOR(S): Candidates must have a bachelors degree in Computer Science, Information Technology or related field and certification in Oracle DBA, Peoplesoft DBA, Microsoft Systems Engineer and Microsoft Windows NT MCP.

SUBMISSION OF RANKING FACTORS

The following ranking factors will be used in the evaluation process. All applicants **MUST** respond to the ranking factors **ON A SEPARATE SHEET OF PAPER**. Please describe specific incidents of sustained achievements from your experience that show evidence of the level at which you meet the ranking factors that have been determined to be of importance for the position for which you are applying. You may refer to any experience, education, training, awards, outside activities, etc., that indicate the degree to which you possess the job-related knowledge, skills, and abilities described in the ranking factors. The information given in response to the ranking factors should be complete and accurate to the best of your knowledge. **FAILURE TO RESPOND TO ALL RANKING FACTORS MAY ELIMINATE YOU FROM CONSIDERATION.**

1. Thorough understanding of web architecture, applications, and structures with the ability to actively engage vendors in analysis, troubleshooting, and solutions implementation.
2. In depth knowledge of system application software, including system installation, configuration, integration, testing, and troubleshooting from the desktop through the enterprise network system.
3. Superior knowledge of data manipulation, procedures to support protocol development, to troubleshoot hardware and system software application conflicts, and to prioritize technical conflicts.
4. Ability to rapidly absorb, understand and translate network management and system communication problems, and articulate business enhancing, cost effective solutions.
5. Familiarity with enterprise enhancing applications such as wireless and remote access to server based applications, performing monitoring and fault elimination.
6. Must possess the ability to rapidly troubleshoot problems, implement cost effective solutions, and command the respect of vendors and team members.
7. Extensive knowledge of procedures to conduct in-depth audits and to isolate problems between hardware and system software to estimate conversion costs and required training.

APPLICATIONS SUBMITTED FOR CONSIDERATION WILL NOT BE RETURNED TO APPLICANTS, EXCEPT THAT APPLICATIONS RECEIVED OUTSIDE THE AREA OF CONSIDERATION OR AFTER THE CLOSING DATE WILL BE RETURNED WITHOUT ACTION.

HOW TO APPLY: ALL APPLICANTS, INCLUDING DEPARTMENTAL EMPLOYEES AND OTHER D.C. GOVERNMENT EMPLOYEES, MUST SUBMIT THE DISTRICT OF COLUMBIA GOVERNMENT EMPLOYMENT APPLICATION, DC 2000, ALONG WITH RESUME.

WHERE TO APPLY: D.C. LOTTERY AND CHARITABLE GAMES CONTROL BOARD
2101 MARTIN LUTHER KING JR. AVENUE, S.E.
HUMAN RESOURCES DEPARTMENT, 5TH FLOOR
WASHINGTON, D.C. 20020

AN EQUAL OPPORTUNITY EMPLOYER— IN ACCORDANCE WITH THE D.C. HUMAN RIGHTS ACT OF 1977, AS AMENDED, D.C. CODE SECTION 1-2501 ET SEQ., (“THE ACT”) THE DISTRICT OF COLUMBIA DOES NOT DISCRIMINATE ON THE BASIS OF ACTUAL OR PERCEIVED: RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, AGE, MARITAL STATUS, PERSONAL APPEARANCE, SEXUAL ORIENTATION, FAMILIAL STATUS, FAMILY RESPONSIBILITIES, MATRICULATION, POLITICAL AFFILIATION, DISABILITY, SOURCE OF INCOME OR PLACE OF RESIDENCE OR BUSINESS. DISCRIMINATION IN VIOLATION OF THE ACT WILL NOT BE TOLERATED. VIOLATORS WILL BE SUBJECT TO DISCIPLINARY ACTION.

REEMPLOYED ANNUITANTS: D.C. OFFICIAL CODE § 1-611.03(b)(2001) THE PAY OF AN INDIVIDUAL RECEIVING AN ANNUITY UNDER ANY DISTRICT GOVERNMENT CIVILIAN RETIREMENT SYSTEM SELECTED FOR EMPLOYMENT IN THE DISTRICT GOVERNMENT ON OR AFTER JANUARY 1, 1980, SHALL BE REDUCED BY THE AMOUNT OF ANNUITY ALLOCABLE TO THE PERIOD OF EMPLOYMENT AS A REEMPLOYED ANNUITANT.

OFFICIAL JOB OFFERS ARE MADE ONLY BY THE HUMAN RESOURCES DEPARTMENT