



**New Jersey Department of Environmental Protection
NOTICE OF VACANCY**

**(Filling of this position is contingent upon further approval process)
Posting Number: COS21-012**

DIVISION/PROGRAM DEPARTMENT NJ STATE EMPLOYEES GENERAL PUBLIC

TITLE: Information Technology Specialist

SALARY: (P21) \$54,684.00 - \$77,418.81

OPENING DATE: February 19, 2021

CLOSING DATE: March 5, 2021

EXISTING VACANCIES: Three (3)

WORKWEEK: 35-Hour Workweek

PROGRAM/LOCATION: DEPARTMENT OF ENVIRONMENTAL PROTECTION
Division of Information Technology
401 East State Street – 1st Floor
Trenton, NJ 08625

SCOPE OF ELIGIBILITY: Open to candidates who meet the requirements below.

DESCRIPTION: Under direct supervision in a state department, agency, data center, institution, or state college, assists in at least one of the following areas: the design and preparation of least complex operation routines and computer programs for electronic data processing equipment utilizing required and current software, operating systems, and multiprogramming technology; the control and/or implementation/maintenance of highly technical operating systems associated with new generations of computers to function toward optimum utilization of available hardware/software using comprehensive knowledge of the operating system function; the development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN), maintenance of centralized, decentralized and remote network services, network security, data integrity, network performance monitoring, network problems resolution, and user support; does other related duties as required.

SPECIFIC TO THE POSITION:

Position 1 (Enterprise Systems Development):

This position will be responsible for activities with the NJDEP Electronic Environmental (E2) Submission System, which collects ambient environmental data. Collaborate with individual program areas to analyze data needs. Assist in developing project requirements based on data needs. Test newly developed modules. Provide internal customer support and contractor communication. Assist in regression testing. Assist in planning product deployments. Position will also be responsible for the following activities related to existing/new NJDEP Internet and Intranet sites: develop, modify, and maintain HTML web pages. Collaborate with individual program areas on web to meet their project-specific needs. Develop website templates that utilize modern technologies and are mobile friendly. Migrate websites into new templates and/or frameworks. Create/modify images, photos, and graphics for website use. Assist in deploying, supporting, and maintaining DEP web applications and services. Develop, implement, and enforce agency-wide Internet policies, standards, and website formatting/branding.

Position 2 (Network Administration):

Serve as the primary database administrator (DBA) for assigned database systems and backup DBA for systems covered by other DBA staff. Manage the Linux OS running the database servers and ensure appropriate patching levels for the OS and for Oracle software. As necessary, create scripts and PL/SQL code to automate database functions and assist with data retrieval for reporting, daily use, and application development. Manage Data Guard implementation for fault tolerance and RMAN backup implementation. Manage resource allocation among multiple database servers to ensure efficient utilization of resources and adherence to licensing terms for utilized software and applications. Test and advise on database version upgrades and provisioning of testing and development databases as necessary.

Position 3 (Bureau of GIS):

Must be proficient in ArcMap and/or ArcGIS Pro. Maintain and update the Department's geodatabases and datasets. Use programming skills to streamline workflows and maintain the Department's enterprise geodatabase. Review and test web applications and make recommendations to be incorporated into the final product. Analyze and research technical issues related to software and hardware installation. Responsibilities may include, but not be limited to, geodatabase development and design, data maintenance and management in an enterprise environment, application development, publication, and GIS Help Desk.

PREFERRED SKILL SET:

Position 1 (Enterprise Systems Development):

Education, experience, or knowledge of WordPress 5, Adobe Dreamweaver CC, CSS3, HTML5, jQuery version 1 or 2 and JavaScript. Candidate should have a working knowledge of Adobe CC graphics programs Photoshop and Illustrator. Knowledge of Excel, SQL, XML structure and basic project management.

Position 2 (Network Administration):

Familiarity with the Oracle RDBMS system, including RDBMS software installation, configuration, tuning, and performance monitoring, provisioning, and configuration of database instances, RMAN Backup, and Data Guard replication including Fast Start Failover. Familiarity with Microsoft SQL Server, including server configuration, software installation, provisioning and configuration of MS SQL Databases, replication and database mirroring, and reporting. Knowledge of and ability to manage Linux based operating systems, including Oracle Linux and Ubuntu, as well as Windows-Server based systems. Knowledge of PL/SQL and T-SQL, including the ability to create scripts for database functionality and maintenance.

Position 3 (Bureau of GIS):

Experience versioning and editing geodatabases, using Python and SQL, and developing map products in ArcMap and ArcGIS Pro. Must have excellent communication and customer service skills.

REQUIREMENTS:

EDUCATION: Graduation from an accredited college or university with an Associate's degree in Computer Science or Computer/Information Technology. **NOTE:** All U.S. degrees and transcripts must be from an accredited college or university. All foreign degrees and transcripts must be evaluated for accreditation by a recognized evaluation service by the closing date of this posting. Failure to provide documentation may result in ineligibility.

EXPERIENCE: One (1) year of experience in at least one of the following areas: the design and preparation of programs for electronic data processing utilizing current operating systems, modification of systems software and multiprogramming technology; or the development, maintenance, or installation of application programs; or in performing technical support functions within a direct access device environment, or the development, implementation, and maintenance of multi-network, multi-user Local Area Networks (LAN), Metropolitan Area Networks (MAN), and/or Wide Area Networks (WAN) environment. **Note:** Technical support functions include experience in resolution of online production and/or communications network problems, and/or code modification, testing, and debugging of program modules in an online environment, and/or space allocation and control of direct access storage devices (DASD management). **Note:** A Bachelor's or Master's degree in Computer Science may be substituted for one (1) year of indicated experience. **NOTE:** A general Bachelor's degree from an accredited college or university may be substituted for the Associate's degree. **SPECIAL NOTE ON SUBSTITUTING EXPERIENCE FOR EDUCATION:** Experience in the study of work methods/processes, analysis of varied types of data, design and preparation of systems/programs, operation of multiprogramming computer systems and work in the data processing support areas of input/output control or reliability support may be substituted for the required education on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience. **NOTE:** Evidence of formal training in Computer Science/Information Technology received at an accredited institution may be submitted with your application for evaluation by the Civil Service Commission for possible credit. These training courses will be examined to see how they compare, both in hours/content, to college courses to which they equate, sixteen (16) training hours being equal to one (1) college credit. In house training courses will not be accepted as meeting this criterion; thus, they will not be evaluated.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

RESIDENCY: All persons newly hired on or after September 1, 2011 have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey subject to the provisions of N.J.S.A. 52:14-7 (L.2011, Chapter 70), also known as the "New Jersey First Act".

AUTHORIZATION TO WORK: Selected candidates must be authorized to work in the United States per the Department of Homeland Security, United States Citizenship and Immigration Services Regulations. **NOTE:** The State of New Jersey does not provide sponsorship for citizenship to the United States.

NOTE: Interviews will be granted based on the cover letter, resume, and credentials submitted in response to this notice. Applicants may be required to provide a copy of their transcripts at time of interview. **Please include the posting number and position preference in the subject of the e-mail when submitting your credentials.**

If you have established Veteran's Preference with the Department of Military and Veterans Affairs, please submit proof of this along with your resume.

SUBMIT LETTER OF INTEREST, RESUME AND E-MAIL ADDRESS BY 4:00 PM ON THE CLOSING DATE TO:

Denise Mudie
Division of Human Resources
Bureau of Human Resource Operations
PO Box 420; Mail Code 436-01
Trenton, NJ 08625-0420
E-mail Address: Denise.Mudie@dep.nj.gov

POSTING AUTHORIZED BY: Phiroza Stoneback, Manager
Division of Human Resources

**Accommodations will be made for qualified applicants or employees with disabilities
New Jersey Department of Environmental Protection is an Equal Opportunity Employer**