

Opening Date: May 5, 2011

Closing Date: May 19, 2011

JOB OPPORTUNITY BULLETIN
MISSOURI STATE HIGHWAY PATROL
CRIMINAL JUSTICE INFORMATION SERVICES DIVISION

TITLE: Computer Information Technology Specialist I (CITS I) - Security Unit

LOCATION: General Headquarters • Jefferson City, Missouri

FACILITATOR: Amanda Renn • (573) 526-6334
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DESCRIPTION: This CITS I position is assigned to the Security Unit of the Missouri State Highway Patrol's Criminal Justice Information Services Division. The official domicile for this position is Jefferson City, Missouri. This position is classified as partial-exempt under the Fair Labor Standards Act.

POSITION SUMMARY: This is a professional, technical, and consultative position in the support and coordination of computer information technology services and activities as related to information security. An employee in this class provides technical expertise in computer systems analysis and design; database and/or network administration; systems programming; cybersecurity; and/or other computer information technology specialties in a mainframe, midrange, and/or microcomputer environment. An employee in this class will also provide information security expertise and guidance in all areas and platforms listed above. Work is generally focused in a primary technical specialty that may cross environments. Work includes conducting feasibility and impact studies of technology direction and providing recommendations. Duties may also include implementation of recommendations, project management, and/or provision of technical consultative services. This position will also perform security related audits, testing, and evaluations of information systems. Work is performed under general supervision; however, the employee is expected to exercise independence in the performance of assigned responsibilities.

(For a more detailed job description go to:

<http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/HRD/Civilian/CivilianJobDescriptions/salarySchedule.html>.)

QUALIFICATIONS: Possess a four year degree in information systems or related field and three years of work experience in the information systems field. Knowledge of all areas of information systems is needed such as networking, servers, end user support, databases, web and application development, and information security.

SALARY RANGE: (Semi-monthly) The minimum starting salary is \$1,916.00; however salary may be commensurate with applicable experience and education.

APPLICATION PROCEDURE: Individuals interested in this position **must complete and submit** the Patrol's on-line application on or before the application deadline. Resumes will not be accepted in lieu of the application. Please visit the current openings page on our website at www.mshp.dps.missouri.gov to complete an on-line Application for Civilian Employment (ACE).

Individuals who have completed a paper application for a position within the last twelve months must complete a new on-line application in the ACE system.

Interview boards are tentatively scheduled for the week of May 31, 2011. The tentative start date for this position is within 30 days of the interview.

Some Patrol duties relate to criminal activity. Therefore, employees may be exposed to written material, photographs, and/or verbal language of a sexual nature. The requirements of this position are not intended to create a hostile work environment; however, it is work of an extremely sensitive nature. A copy of the Missouri State Highway Patrol policy on sexual harassment is available upon request.

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NOTE: Final selection may be based upon several factors, e.g., results of an oral interview, written examination or exercise, review of past work performance, performance evaluations, and/or candidate's possession of the knowledge, skills and abilities deemed necessary for successful performance in the job.

Once a job offer has been made, employment with the Missouri State Highway Patrol is contingent upon the successful results of a Patrol administered drug test and favorable background investigation.

EEO STATEMENT: The Missouri State Highway Patrol is an equal opportunity employer. All qualified applicants will be considered for employment without regard to race, color, religion, sex, age, national origin, veteran status, ancestry, sexual orientation, or disability.

*****Missouri State Highway Patrol***
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