

Opening Date: April 4, 2012

Closing Date: April 17, 2012



INFORMATION & COMMUNICATIONS TECHNOLOGY DIVISION
Missouri State Highway Patrol

JOB OPPORTUNITY BULLETIN

TITLE: Programmer/Analyst Manager

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DESCRIPTION: This Programmer/Analyst Manager position is assigned to the Missouri State Highway Patrol's Information & Communications Technology Division. This position will be assigned to the Application Development Section. The official domicile for this position is Jefferson City, Missouri. This position is classified as exempt under the Fair Labor Standards Act.

POSITION SUMMARY: This position is responsible for technical, supervisory, and management work in directing and coordinating the activities of a large data processing unit. The employee in this class is responsible for the supervision and management of application development and support efforts across a variety of complex hardware and software platforms and technologies. Work includes supervision of a staff comprised of Computer Information Technologists (CIT) and Computer Information Technology Specialists (CITS). Duties include project management and coordination for application requirements, design, development, implementation, and maintenance across a number of technical environments. Additional duties include research and planning, technical writing, and various administrative responsibilities. The position requires frequent coordination and interaction with other sections within the Information & Communications Technology Division, Patrol Troops and Divisions, other State and Federal agencies, as well as corporate vendors and contractors. General direction is received from a superior, but the employee has wide latitude for using independent judgment in establishing standards for problem solving and application design and deployment. *(For a more detailed job description go to: <http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/HRD/Civilian/CivilianJobDescriptions/salarySchedule.html>.)*

QUALIFICATIONS: Four years of experience as a Computer Information Technology Specialist II, IT Supervisor, or related position **AND** graduation from an accredited college or university with a bachelor's degree in Computer Science, Management Information Systems, or related field. Related work experience may be substituted on a year-for-year basis for deficiencies in the stated education.

It is highly desirable that applicants for this position possess knowledge of and/or experience in the following: Project Management Certification - PMI and/or State of Missouri or equivalent; Practical Project Management Experience; working knowledge of contracts, grants, budgets, and other financial matters; general knowledge of criminal justice laws and legislative process; knowledgeable in Intel-based PCs and Local Area Networks; experience with the following software & development environments: FOCUS/WebFOCUS, SQL, WebSphere (RAD), J2EE, and Relational Database Concepts.

SALARY RANGE: (Semi-monthly) The minimum starting salary is \$2,314.50 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 prior to the application deadline of April 17, 2012. Resumes will not be accepted in lieu of the application. Applicants with the necessary educational qualifications must also submit a copy of their college transcripts, which can be uploaded and attached to the application. Please visit our website at www.mshp.dps.mo.gov to complete an on-line [Application for Civilian Employment \(ACE\)](#). Individuals who have previously completed an application must access their profile in the ACE System to reapply.

Current employees who meet the minimum qualifications set forth in the attached job description may apply through the Human Resources Division by submitting an intradepartmental letter of application (SHP-15) and resume through channels prior to the application deadline.

Interview boards are tentatively scheduled for the week of April 30, 2012.

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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.

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.

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.