



CRIMINAL JUSTICE INFORMATION SERVICES DIVISION

MISSOURI STATE HIGHWAY PATROL

CAREER OPPORTUNITY BULLETIN

JOB ID: 538

TITLE: COMPUTER INFORMATION TECHNOLOGIST TRAINEE, I, II, OR III
(Technical Support Unit)

FACILITATOR: Madison Crisp
(573) 526-6334
madison.crisp@mshp.dps.mo.gov

DESCRIPTION: A Computer Information Technologist position now exists within the Missouri State Highway Patrol's Criminal Justice Information Services Division's Technical Support Unit. The official domicile for this position is Jefferson City, Missouri. This position is classified as non-exempt under the Fair Labor Standards Act.

POSITION SUMMARY: This position's primary responsibilities will be computer systems analysis, design, programming and/or administration in a midrange, or microcomputer environment. This position is part of the call center, and is responsible for providing technical support on hardware, software, printer, MOSWIN, etc.

For a more detailed job description go to:

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

QUALIFICATIONS: Please see individual job descriptions of a Computer Information Technologist Trainee, Computer Information Technologist I, Computer Information Technologist II, and Computer Information Technologist III.

SALARY RANGE (Semi-monthly): The minimum starting salary is \$1,274.00; however salary may be commensurate with experience.

APPLICATION PROCEDURE: Individuals, including current Patrol employees, interested in this position must visit our website at www.mshp.dps.mo.gov to complete and submit an [application](#) for civilian employment prior to the application deadline. Applicants with the necessary educational qualifications must also upload a copy of their college transcripts to the online application system. Resumes will not be accepted in lieu of the application. Individuals who have previously completed an application must access their profile in the system to re-apply.

Interview boards are tentatively scheduled for the week of June 19, 2017. 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.

POSTING DATE: MAY 18, 2017

CLOSING DATE: June 1, 2017

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*****

General Headquarters
1510 E. Elm Street, P.O. Box 568
Jefferson City, MO 65102-0568
Phone/TDD (573) 751-3313
Fax (573) 751-9924