

POSTING DATE: July 14, 2017

CLOSING DATE: July 27, 2017



CRIMINAL JUSTICE INFORMATION SERVICES DIVISION

MISSOURI STATE HIGHWAY PATROL

CAREER OPPORTUNITY BULLETIN

JOB ID: 575

TITLE: COMPUTER INFORMATION TECHNOLOGY SPECIALIST I OR II
(Product Research Unit)

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DESCRIPTION: A Computer Information Technology Specialist I or II position now exists within the Missouri State Highway Patrol's Criminal Justice Information Services Division's Product Research Unit. 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 is professional, technical, and consultative work in the support and coordination of computer information technology services and activities as related to new product research and contract management. An employee in this class provides research, business, fiscal, and contractual expertise in computer systems analysis, design, purchase, and implementation. Systems to be managed and/or researched include: database and/or network technologies; cybersecurity; and/or other computer information technology specialties in a midrange, and/or microcomputer environment. An employee in this class will also provide technology and business research expertise and guidance in all areas and platforms listed above. Work is generally focuses on specializing in technology research specialty that may cross environments. Work includes conducting feasibility, fiscal, and impact studies of technology direction and providing strategic planning and recommendations. Duties may also include implementation of recommendations, project management, and/or technical consultative services. 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: **CITS I:** Possess a four year degree in Business Administration, Finance, Information Technology, Business Continuity, Information Security, or related field; and three years' experience in business, finance, information technology, business continuity, or information security. **CITS II:** Possess a four year degree in Business Administration, Finance, Information Technology, Business Continuity, Information Security, or related field; and five years' experience in business, finance, information technology, business continuity, or information security; OR two years experience as a Computer Information Technology Specialist I in the Product Research Unit.

Preference may be given to those possessing graduate level education in Business Administration, Finance, Information Technology, Business Continuity, and/or Information Security. Preference may also be given to those possessing experience in purchasing, research, and/or contractual law.

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SALARY RANGE (Semi-monthly): The minimum starting salary is \$2,035.50; 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](#) prior to the application deadline. 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 August 7, 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.

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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