

**United States District Court
District of Puerto Rico
Office of the Clerk**

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Clerk of Court



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Vacancy Announcement 23-09

AN EMPLOYMENT OPPORTUNITY OPEN TO ALL QUALIFIED CANDIDATES

Position Title:	Applications Developer
Position Type:	Full-time
Grade:	Classification Level CL-27 with promotion potential to a CL-29 without further competition
Salary Range:	\$55,266.00 – \$128,064.00, plus 2.81% Cost of Living Allowance
Open Date:	Wednesday, July 26, 2023
Closing Date:	Open until filled

POSITION OVERVIEW

The Office of the Clerk of the United States District Court for the District of Puerto Rico is now accepting applications for the position of Applications Developer. This position is located in the Information Technology Division of the Clerk's Office and reports directly to the Systems Manager.

REPRESENTATIVE DUTIES

The Applications Developer performs professional work related to designing, implementing, modifying, and maintaining new or existing software. The representative duties of this position include but are not limited to:

- ❖ Write code to specifications, document design and work, develop custom reports, perform routine testing, troubleshoot, and debug applications.
- ❖ Provide analysis and recommendations to the Systems Manager regarding user needs and software requirements to determine feasibility of design within time and cost constraints.
- ❖ Prepare and maintain the documentation of all locally developed software solutions.
- ❖ Collaborate with technical staff and end users to design software applications, including exchanging information on project limitations, capabilities, performance requirements, and interfaces.
- ❖ Install or assist in the installation of new or revised releases of national systems.
- ❖ Assist with automation problem solving and provide general end-user support, including developed applications when required.

QUALIFICATIONS

To qualify for this position the candidate must have at least two years of specialized experience, which is in or directly related to the line of work of this position.

SPECIALIZED EXPERIENCE

Progressively responsible experience designing, implementing, or maintaining computer systems that included completing computer project assignments involving systems analysis, computer programming, systems integration, and information technology project management.

PREFERRED QUALIFICATIONS

- ❖ Possess a Bachelor's in Science (B.S.) in Computer Science or Information Technology related field.
- ❖ Proven experience as a developer, designing and building applications.
- ❖ Developing experience with at least one programming language such as C#, JAVA, PHP, etc. as well as version control.
- ❖ Ability to program in diverse operating systems, containers and databases.
- ❖ Must possess creativity and initiative in identifying new products and solutions, and a proven ability to quickly learn and implement new technologies.
- ❖ Ability to communicate effectively both orally and in writing in the English language is critical.
- ❖ Excellent organizational skills, ability to respond to requests in short notice and the ability to manage multiple tasks and stringent deadlines are essential.
- ❖ Ability to understand business process in relation to technical functions, maintain confidentiality and use sound judgment.
- ❖ Must have the ability to work in a team (collaboration) as well as independently on projects with minimal supervision.
- ❖ Certified application developer, help desk experience, photo editing software experience are a plus.

APPLICATION PROCESS

Qualified persons interested in being considered for this position must submit an application package to include the following:

- 1) **Application for Judicial Branch Federal Employment-** Form AO78, available in the Clerk's Office or on our website www.prd.uscourts.gov
- 2) **Cover Letter** stating the reasons for your interest in the position and
- 3) **Resume** detailing all relevant experience, education and skills.

You must submit ALL required documents **as a single PDF document** to vacancies@prd.uscourts.gov. The vacancy announcement number must be clearly indicated on the front page of your Cover Letter and on the subject line of your e-mail. Incomplete packages will not be considered.

Due to the anticipated volume of applications, the court will only communicate with those individuals invited for an interview. The Court reserves the right to modify or withdraw this announcement without prior notice. False statements or omissions of information on any application materials or the inability to meet conditions of employment may be grounds for non-selection, withdrawal of an offer of employment, or dismissal after being employed.

Applications submitted for this position may be considered for similar positions that may occur within 90 days from the date the position is filled.

NO TELEPHONE CALLS WILL BE ACCEPTED.

CONDITIONS OF EMPLOYMENT

- ✓ Applicants must be citizens of the United States of America or be eligible to work in the United States.
- ✓ Employees are required to adhere to the Code of Conduct for Judicial Employees, which is available to applicants to review upon request.
- ✓ Employment will be considered provisional pending the successful completion of an FBI Fingerprint Background Check.
- ✓ Employees of the United States District Court are Excepted Service Appointments. Excepted service appointments are at will and can be terminated at any time by the Court.
- ✓ This position is subject to mandatory EFT participation for payment of net pay.
- ✓ Reimbursement of relocation expenses is not permitted under Judicial Conference Policy in effect at this time.

The United States District Court is an Equal Opportunity Employer