

**UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF TEXAS**

Position Title: Web Developer
Announcement Number: 2016-20
Location: Marshall, Texas
Grade: CL 27
Salary Range: \$47,390 to \$77,030
*depending upon qualifications and experience



U.S. District Court, EDTX
Human Resources Department
211 W. Ferguson Street
Tyler, Texas 75702
Opening Date: November 30, 2016
Closing Date: December 21,
2016, or until filled

NOTICE OF VACANCY

The United States District Court for the Eastern District of Texas is accepting applications for a Web Developer. There are seven offices within the Eastern District of Texas: Beaumont, Lufkin, Marshall, Plano, Sherman, Texarkana and Tyler. The duty station for the position is in the Marshall office.

POSITION OVERVIEW:

This position is responsible for the continued development and maintenance of the court's external and internal web sites. The incumbent shall analyze the needs and requirements for designing web based information delivery systems including interfaces with existing and proposed databases used in the court. Incumbent will also provide day-to-day front line support for Marshall and Texarkana end users. Such support includes, but is not limited to, installing and configuring computer hardware, assisting with court developed and over-the-counter applications, and performing routine troubleshooting. Incumbent will provide similar support to end users district wide when needed.

REPRESENTATIVE DUTIES:

- Primarily responsible for design, development, operation and maintenance of the court's internet and intranet sites and pages, using established web technologies and programming languages.
- Work with existing web systems and team to migrate current CGI/Perl based systems into Drupal content management system and sites.
- Ensure web site content is current. Ensure links are functional and accurate. Ensure out-of-date information is removed or archived in a timely fashion. Ensure site content uses proper spelling, punctuation and grammar.
- Ensure the content, layout and navigation of mobile versions of court web sites mirror as much as possible that of full sites.
- Manage technical support of the court's web sites, including connections to other internal/external web sites, web pages, databases, and/or applications. Oversee and coordinate the work performed by other IT staff and contract personnel involved with web development.
- Coordinate web development efforts, analyzing user requests/suggestions and software requirements. Determine feasibility of design within time and cost constraints for new or revised web pages.
- Work closely with web site content providers and stakeholders to identify information that is suitable and beneficial for inclusion on court web sites.
- Analyze and assess existing web structures and apply the latest technological developments and design philosophies to ensure the highest performance levels are achieved and maintained.
- Ensure best practices for security and integrity are incorporated into web systems with the ability to respond quickly to security threats.
- Apply working knowledge of web programming languages, platforms and methods while staying abreast of the emerging technology advancements in these areas. Identify and attend training as needed to maintain skill levels.
- Collaborate with end users, both internal and external, to position the court for current and future web

technologies.

- Work within the Administrative Office of the Federal Courts' policies and guidelines for Internet and Intranet sites, along with other federal guidelines and requirements.
- Coordinate with the court's IT Training Specialist to ensure staff are aware of the latest features and functionality of court web sites.
- Prepare and maintain technical documentation for court web sites.
- This position requires some physical demands and the applicant must be able to do some occasional heavy lifting.
- Other duties as assigned.

QUALIFICATIONS:

A qualified applicant must have a bachelor's degree in CS, MIS, other relevant field of study, or a minimum of five years of related work experience in lieu of a degree. Starting salary will be dependent upon years of experience plus specialized experience. Specialized experience is hands-on experience in work directly related to the required and preferred qualifications of the position to be filled. Testing will be conducted to confirm applicant's knowledge and proficiency in those areas described in the required qualifications. Ability to maintain confidentiality, demonstrate sound judgment and handling of sensitive material is essential.

Required qualifications include:

- Proven web development or web administration experience.
- Demonstrated ability to combine the creative use of technology, web design elements, and layout that results in an appealing website that provides quick access to information sought by the user.
- Commitment to providing excellent customer service.
- Commitment to performing functional and security testing of all sites and applications prior to roll out.
- Experience with Drupal, PHP, MySQL, HTML, Linux/Debian.
- Ability to configure Drupal and create custom Drupal modules using the core API.
- Ability to integrate Drupal modules with external systems through standard web services.
- Ability to use common contributed Drupal modules and extend through code.
- Understanding of object-oriented architecture and design.
- Solid understanding of cross-browser issues and workarounds.
- Experience developing custom themes for Drupal and with Drupal multi-site environments.
- Ability to create tables and write SQL queries and store procedures.
- Experience designing and implementing responsive sites.
- Experience integrating open-source and third party applications into systems/sites.
- Knowledge of and experience with DevOps.
- Solid communication skills, time management and critical thinking.
- Ability to leverage the latest tools and technology in the daily performance of duties.
- Willing and able to regularly travel between the Marshall and Texarkana offices to provide end user support and to Tyler as needed to meet with managers. Occasional district wide travel as needed.
- Highly self-motivated, dependable, and able to be an immediate asset to the organization.
- Professional in both appearance and interaction with judicial officers, court staff and other agencies.
- Willingness to take ownership of assigned job duties and projects and complete them on time.
- Well organized and able to make progress on multiple projects concurrently.

Preferred qualifications include:

- Knowledge of Perl, Javascript, and Active Directory.
- Knowledge of C# and ASP.NET are a plus.
- Current or previous work experience with the U.S. Federal Courts or the Administrative Office of the U.S. Courts performing in a similar capacity.
- Familiarity with virtual desktop and zero client environments as it relates to end users.

BENEFITS AND HIRING POLICIES:

Judiciary employees serve under excepted appointments, are considered at-will employees and are entitled to standard federal benefits such as paid vacation time, paid sick time, medical insurance, life insurance and a tax-deferred savings plan. Judicial employees are also entitled to long-term care and disability insurance and a Flexible Benefits Program which includes medical care reimbursement, dependent care reimbursement and commuter benefits reimbursement. This position is subject to mandatory electronic fund transfer (direct deposit) participation for payment of net pay. Applicants are subject to a complete FBI fingerprint check and background investigation. Employment will be provisional and contingent upon the satisfactory completion of the required background investigation.

Employees of the United States District Court must be United States citizens or eligible to work in the United States. Employees of the United States District Court are Excepted Service appointments. Excepted Service appointments are at will and can be terminated with or without cause by the Court. The Court requires employees to adhere to a Code of Ethics and Conduct which is available to applicants for review upon request. Employees of the United States Courts are not included in the government's Civil Service classification. They are, however, entitled to the same benefits as other federal government employees.

HOW TO APPLY:

Qualified applicants should send a **cover letter (including a narrative statement of your background), a Judicial Branch Federal Employment (AO 78) application and a resume.** The cover letter should be addressed to:

Jeanette Knight, Human Resources Manager
William M. Steger Federal Building and United States Courthouse
211 West Ferguson Street, Room 106
Tyler, Texas 75702

An application form can be obtained on our web page at: www.txed.uscourts.gov All documents should be submitted as a **single pdf** with the reference number (2016-20) in the subject line via e-mail to: hr@txed.uscourts.gov

Completed application packages must be emailed no later than Wednesday, December 21, 2016. Late or incomplete applications will not be considered. Applications will be screened for qualifications and only the most qualified applicants will be contacted and selected for a personal interview. Finalists for the position may be required to take proficiency tests. Expenses associated with interviews or relocation will not be reimbursed.

The United States District Court Is an Equal Opportunity Employer.