

**STATE OF CONNECTICUT
DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
EMPLOYMENT OPPORTUNITY**

INFORMATION TECHNOLOGY ANALYST 1

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

OPEN TO: The Public
SALARY: \$53,926.00 – \$69,046.00
JOB POSTING NUMBER: 100171
CLOSING DATE: Thursday, December 1, 2011

In a state agency Information Technology (IT) environment, this class is accountable for performing a range of information technology tasks and application development in an IT environment.

GUIDELINES FOR CLASS USE:

Incumbents in this class perform tasks of a moderate to complex nature in one or more of the following functional areas:

MINIMUM QUALIFICATIONS REQUIRED KNOWLEDGE, SKILL AND ABILITY:

Considerable knowledge of data control functions; considerable knowledge of IT equipment and diagnostic tools; knowledge of principles and techniques of computer programming; knowledge of programming languages; knowledge of principles of information systems; knowledge of principles and concepts of network environments; knowledge of computer operating systems; knowledge of fundamental principles and theories of business and planning functions; knowledge of principles and techniques of systems analysis, design and development; knowledge of capabilities of computer equipment and technology; considerable technical problem solving skills; considerable logic and analytical skills; interpersonal skills; oral and written communication skills; considerable ability to install and maintain microcomputer hardware, software and network components; ability to prepare and maintain records, logs, reports, documentation, and manuals; ability to write, test and debug computer programs; ability to use programming development tools; ability to identify, analyze and resolve simple business and technical problems.

EXPERIENCE AND TRAINING:

General Experience:

Five (5) years of experience in information technology (IT) operations support, programming or another IT related support area.

Special Experience:

Two (2) years of the General Experience must have been performing basic technical support work in one of the following areas:

1. Help desk functions.
2. Installing and maintaining basic computer hardware and software.

3. Basic technical work in data communications, microcomputer support, production control or programming.

NOTE: For State Employees basic technical support work is interpreted at the level of Information Technology Technician.

Substitutions Allowed:

1. College training in management information systems, computer science or information technology related area may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling six (6) months of experience to a maximum of four (4) years for a Bachelor's degree.
2. A Master's degree in management information systems, computer science or electrical engineering may be substituted for the General and Special Experience.
3. For State Employees one (1) year as a Information Technology Analyst Trainee may be substituted for the General and Special Experience.
4. For State Employees two (2) years as a Information Technology Technician may be substituted for the General and Special Experience.

ELIGIBILITY REQUIREMENT: Candidates must have applied for and passed the [Information Technology Analyst 1](#) exam and be on the current certification list promulgated by the Department of Administrative Services. State employees currently holding the above title or those who have previously attained permanent status in this class may apply for a lateral transfer. Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.

APPLICATION INSTRUCTIONS:

Interested and qualified candidates who meet the above requirements should submit a resume, cover letter, CT-HR/12 (State Application) & CT-HR/13 (Addendum), and two (2) letters of professional references from current and/or previous supervisors. State employees must submit two most recent performance appraisals in lieu of references to:

The Department of Emergency Services & Public Protection
1111 Country Club Road
Middletown, CT 06457-9294
Attn: Terry Vasile, HR Associate
Fax: (860) 685-8356

Please note that due to the large volume of applications received, we are unable to field phone inquiries and confirm receipt of applications.

Interested candidates for employment at the Department of Emergency Services and Public Protection are subject to a detailed background investigation, including a criminal check, federal and reference checks. Selection for employment is contingent upon satisfactory completion of the background investigation.

This position will be filled in accordance with reemployment, SEBAC, transfer, and promotion rules.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.