



Department of
ADMINISTRATIVE SERVICES
Job Postings



Department of Economic and Community Development
JOB OPPORTUNITY
Information Technology Analyst 3

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Candidates on a current examination list for Class Code 7605 or eligible for lateral transfer.
Location: 505 Hudson Street, Hartford, CT 06106
Job Posting No: 115269
Hours: Full time, 35 hours per week—1st shift Monday-Friday
Salary: Grade EU-30: \$2,926.17 - \$3,873.84 bi-weekly (\$78,702-\$101,107 annual)
Closing Date: January 20, 2017—applications must be received no later than 5:00 PM

Eligibility Requirement: Candidates must have passed the Information Technology Analyst 3 exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer.

Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.

Duties and Responsibilities: For examples of general duties, refer to Examples of Duties listed on DAS Class Specification 7605, Information Technology Analyst 3, which can be viewed by accessing this link <http://das.ct.gov/HR/JobspecNew/JobDetail.asp?FCC=6907>. Duties for this position are to: provide technical consultation to IT staff regarding system architecture, application selection and design, database management; provide technical consultation regarding the analysis, system integration, migrations and implementation/upgrades of complex systems involving multiple infrastructure areas; oversee project teams, including coordinating and directing assigned staff for complex projects required by the IT revitalization program, which includes defining the scope for complex system integrations and planning the transition to new technologies that involve technical implementation standards, data migration and database projects; serve as a consultant to management, and as a liaison with BEST and vendors, regarding technology trends, infrastructure to optimize information access capabilities, security, application packages, and system architecture; to provide assistance with Tier III support issues and disaster recovery; ensure that changes to applications and databases do not negatively impact infrastructure or ongoing agency functions; provide technical oversight for the design and configuration of systems to ensure system security and integrity plus compliance with all applicable polices, regulations and laws; recommend and implement new technologies, software, infrastructure and hardware to maximize return on investment and improve efficiency; write specifications, develop RFPs and evaluate proposals; assist with the planning, analysis, design, selection, installation and implementation of new technologies; design testing strategies and perform testing of new or integrated applications; communicate with Business Owners and Management regarding resource allocation, new technologies, strategic planning for technology acquisition including recommendations regarding applications, hardware and platforms; document all changes to applications, and infrastructure; assist with developing IT policies, procedures and standards to ensure system integrity and compliance with applicable laws and regulations; conduct technical training programs for staff and information-system end-users.

Knowledge, Skills and Abilities: Refer to the Knowledge, Skills and Abilities listed on DAS Class Specification 7605, which can be viewed by accessing this link <http://das.ct.gov/HR/JobspecNew/JobDetail.asp?FCC=6907>.

General Experience: Seven (7) years of experience in information technology (IT) operations, programming, systems/software development or another IT related field.

Preferred Experience: Experience acting as project coordinator and overseeing the technical work of IT staff and support personnel. Experience with Windows 10, FileNet, systems integration, Microsoft System Center, Microsoft Dynamics. Experience evaluating new technologies, developing RFPs and evaluating proposals. Experience working as a liaison to DAS/BEST. Experience coordinating multiple priorities in a fast-paced, results-oriented environment. Project Management Professional (PMP) certification is preferred.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application for Employment [CT-HR-12](#) to:

Joe Olender, Human Resources Specialist
Dept of Administrative Services, Small Agency Resource Team—SmART Unit
450 Columbus Blvd, Suite 1404
Hartford, CT 06103

Confidential Fax (preferred method of submission): 860-622-2833
Materials may be attached to email and sent to Joseph.Olender@ct.gov

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.