

STATE OF CONNECTICUT
DEPARTMENT OF PUBLIC HEALTH
POSTING OF VACANCY

**INFORMATION TECHNOLOGY ANALYST 2
(LAB Infrastructure)**

OPERATIONS- Information Technology (LABORATORY)

POSTING DATE: December 9, 2011

CLOSING DATE: December 23, 2011

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

OPEN TO: The Public

POSITION CONTROL NUMBER: 099565YW NOTE: THIS NUMBER MUST BE INCLUDED ON YOUR APPLICATION

LOCATION: 10 Clinton Street, Hartford, CT

SHIFT/HOURS: 1st Shift/35 hours/week

SALARY GROUP/RANGE: EU 28/\$68,584 - \$86,919

NOTE: CANDIDATES MUST HAVE APPLIED FOR AND PASSED THE INFORMATION TECHNOLOGY ANALYST 2 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 STATUS IN THE CLASS 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.

The individual in this position will provide technical support for the relocation of the Public Health Laboratory and its ongoing, daily support following relocation. This position will provide administration and daily operations support for 10 Windows 2003 Servers hosted in the DPH Data Center for the Laboratory Information Management System (LIMS). This position will also serve as the Gemini server operations administrator to manage the Gemini server until decommissioned. The incumbent in this position will provide technical support and assistance for moving the Lab to Rocky Hill facility, to include establishing the network, establishing the telecommunications system, and supporting the deployment and configuration of new desktop computers and document centers being procured and installed as part of the move. He/she will be responsible for analyzing and solving technical, telecommunications, and network-related problems, as well as monitoring and protecting the privacy and security of personal health information.

Responsibilities: include, but not limited to:

- Performing system administration functions such as managing user accounts and access rights in Active Directory;
- Control security to network resources including data files and printers;
- Managing, monitoring, and maintaining network systems and data disaster recovery plan/procedures;
- Supporting server maintenance, upgrades and migrations;
- Applying critical patches and firmware to network switches;
- Proactively tuning windows operating systems and system components to avoid performance problems;
- Performing server backup on daily basis;
- Applying and documenting MAC authentication roles and procedures to facilitate implementation of identification/authentication policies and controls for desktop computers and Lab instruments;
- Managing the Lab's Internet Security System/Site Protector;
- Providing helpdesk support for external web portal;
- Providing desktop and user support;
- Providing and maintaining documentation and manuals necessary at operational level;
- Conducting technical training for staff.

Preferred Skills:

- Experience with Active Directory, group policies and scripting (KIX);
- Experience of network switch management;
- Experience of Microsoft Windows Patch Management (WSUS);
- Experience with McAfee Endpoint Encryption;
- Experience of VMware ESX server and virtualized environments is a plus;
- Experience with multi-tasking, communication and problem solving skills;
- Experience providing a customer service orientation.

GENERAL EXPERIENCE: Six (6) years of experience in information technology (IT) operations, programming, systems/software development or another IT related support area.

SPECIAL REQUIREMENT: One (1) year of the General Experience must have been performing professional information technology work in one of the following areas:

1.) Installation and support of microcomputer hardware, software and operating systems. 2.) Analysis, design and development of information systems. 3.) Network hardware and software installation and support. 4.) Network hardware and/or software problem diagnosis and resolution.

NOTE: For state employees this is interpreted at the level of Information Technology Analyst 1.

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 one (1) additional year of the General Experience.

PLEASE NOTE: This position will be filled in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

Application Instructions: ANYONE WISHING TO APPLY FOR THIS POSITION MUST COMPLETE AND FORWARD THE APPROPRIATE "State of Connecticut Application Form for Examination and Employment" (Form CT-HR-12) (ORIGINAL AND ONE COPY OF ENTIRE APPLICATION PACKAGE), NO LATER THAN THE CLOSING DATE AT THE TOP OF THIS FORM, TO:

**Department of Public Health
410 Capitol Avenue, MS #13PER
PO Box 340308
Hartford, CT 06134-0308
FAX: 860-509-7860 (if faxing, only one application is necessary)
[EMAIL:dph.recruitment@ct.gov](mailto:dph.recruitment@ct.gov)**

* The closing date is for this posting. This may differ from the examination closing date for a competitive examination.

Questions regarding this process should be directed to the Human Resources Office (Recruitment Hotline, 509-7223).

***THE DEPARTMENT OF PUBLIC HEALTH AIMS TO PROVIDE EQUAL OPPORTUNITY IN ALL ASPECTS OF EMPLOYMENT AND ADVANCEMENT,
FOSTERING AN ENVIRONMENT COMMITTED TO SUPPORTING INDIVIDUALS IN ALL PROTECTED CLASSES.***