

State of Connecticut
JOB POSTING

**State of Connecticut
Department of Social Services
Job Opportunity**

**INFORMATION TECHNOLOGY ANALYST 2
(CENTRAL OFFICE)**

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

Posting Date: January 3, 2012

Closing Date: January 26, 2012

The Department of Social Services is presently accepting applications for one (1) Information Technology Analyst 2 in our Information Technology/MIS Division in our Hartford Central Office.

Open To: **Candidates residing on the current examination list or employees who have attained permanent status in the job classification**

Location: **25 Sigourney Street, Hartford, CT 06106**

Position: **Information Technology Analyst 2
Position Number #99784**

Hours: **35 Hours Per Week**

Salary Range: **(EU-28) 68,584 - \$86,919 Annually**

Bargaining Unit: **Engineering Scientific and Technical (P-4)**

Recommended software languages for this assignment include:

VB.NET; ASP.NET; SQL SERVER 2005; ADO.NET; XML, AJAX; SSRS; EXCEL and system implementation skills using IIS and WINDOWS FORMS; POWERBUILDER. Strong organizational and communication skills.

JOB DUTIES: Acts as liaison for software vendors, system developers, programmers and user community; evaluates and recommends products; participates in Request for Proposal (RFP) process; assists in estimating cost for annual budget; identifies and implements opportunities for cost savings; conducts system performance analysis, tuning and storage management; assists staff and customers in use of computer systems and software packages; trains operators and end users on new procedures; participates in recovery activities; participates in the evaluation of related technologies; analyzes requirements and designs systems; participates in or coordinating planning sessions with customers, analysts and team members to analyze requirements and provide design recommendations for moderately complex systems; provides technical consultation on moderately complex issues regarding the usage of the infrastructure, integration of applications systems into the infrastructure, etc.; participates in system integration testing of operating system, system utilities, hardware upgrades as well as new software and hardware technologies; works with project team to define and design scope for each project; plans, coordinates and schedules assigned projects; coordinates resources for project; ensures timely completion of all phases of project; evaluates and recommends vendors; performs related duties as required.

SOFTWARE REQUIREMENT: Recommends and creates action plans for system development and/or integration; responsible for standards and design of physical data storage, maintenance, access and security administration; writes utilities for system management, reporting, file clean up and auditing; configures and installs application packages; develops and maintains documentation and manuals necessary at customer level; prepares time and cost estimates and initiates purchase requests for multiple projects; creates test files and performs system testing across multiple packages and systems; writes and programs system specifications; defines work and/or data flow; designs screens, forms and reports; defines data elements; prepares source code; designs and develops tables

and relationships; arranges necessary hardware and software availability for assigned projects; may be responsible for design, development and implementation of new system interfaces for applications on multiple platforms from mid-range computers to client server and Internet based environments; analyzes assigned specifications, codes, tests and implements software solution, utilizing appropriate software engineering processes; debugs and/or

corrects errors; maintains integrity of software; maintains and enhances existing programs; writes utilities for system management, reporting, file clean up and auditing; designs and develops routine to moderately complex applications; responsible for all phases of systems development life cycle; develops strategies for data acquisitions, archive recovery, security and implementation of routine to moderately complex applications; defines and develops the project scope of multiple projects; constructs operational Database Management System (DBMS) and data stores that enable informational, analytical management inquiry; performs backup and recovery on database management systems; configures database parameters, and prototypes designs; provides basic database support and troubleshooting; responsible for standards and design of physical data storage, maintenance, access and security administration; performs related duties as required.

APPLICATION PROCEDURE: Candidates who meet the above requirements should forward a **cover letter outlining software languages they possess from those referenced above**, and complete a State of Connecticut Application for Examination of Employment (CT-HR-12). The CT-HR-12 Application Form may be downloaded from the State of Connecticut's Department of Administrative Services Human Resources Services Website at: www.das.state.ct.us/exam/default.asp#APPLICATION FORMS. Please mail your completed State of Connecticut Application for Examination or Employment (CT-HR-12) to:

**Kelly Geary, Principal Human Resources Specialist
Department of Social Services
25 Sigourney Street – 12th Floor
Hartford, CT 06106**

APPLICATIONS MUST BE RECEIVED ON OR BEFORE THURSDAY, JANUARY 26, 2012, CLOSE OF BUSINESS

An Equal Opportunity / Affirmative Action Employer