

**City of New York
DEPARTMENT OF ENVIRONMENTAL PROTECTION**

Upstate Job Vacancy Notice

Civil Service Title: Computer Associate (<i>Software</i>)	Level: 01
Title Code No: 13631	Annual Salary: \$56,151 / \$64,574 - \$77,844
Office Title: Computer Associate (<i>Software</i>)	Work Location: 71 Smith Avenue, Kingston, NY
Division/Work Unit: Water Supply/Office of Technology (<i>OIT</i>)	Number of Positions: 1
Hours/Shift: 35 Hours per Week/Day	Agency Tracking #: N/A

Job Description

Working for the Office of Information Technology (OIT), Kingston Office, under direct supervision, with moderate latitude for independent action or exercise of independent initiative and judgment, the selected candidate will be responsible for managing, maintaining and coordinating database project development, database systems and commercial applications, design, implement and test migration processes on database applications in a test environment, configuring and tuning, importing data into production; creating and maintaining central databases in Standard Query Language (SQL) Server and Spatial Database Engine (SDE) in multiple networked environments including production and development test; creating database schemas and tables; testing database implementation in development environment before putting into production; creating and maintaining SQL server databases and SDE in networked environments, including production and development/test; trouble shooting, problem solving, performance tuning, capacity planning and system architecture design; providing input into the design of databases, and their ability to connect to external databases throughout the agency via secure networks with firewalls; communicating effectively and maintaining written records; scheduling backups and archives working with the OIT System Administrator; attending internal project coordination meetings; managing and maintaining Environmental Systems Research Institute (ERSI) software deployment and licensing within Bureau of Water Supply; providing support to the Laboratory Information Management System (LIMS) and related applications; and identifying needs and maintaining communication with engineering and research staff. Candidate will also assist with maintenance, troubleshooting and repair of computer terminal consoles, minicomputer and microcomputer systems (central processing units, monitors, disk drives, etc.), remote video display terminals, line printers, computer peripheral equipment and/or networking technology equipment; work with personnel performing routine repair/maintenance functions in order to maintain efficient functioning of computer operations and minimize down-time in the case of system failure; perform routine service functions in maintaining, troubleshooting, repairing or replacing computer component parts in field locations; may assist in complex troubleshooting and repair activities; and handle incoming Helpdesk Support and visit site locations.

Qualification Requirements

A baccalaureate degree from an accredited college including or supplemented by 24 semester credits in computer science or a related computer field and one year of satisfactory full-time computer software experience in computer systems development and analysis, applications programming, database administration, systems programming or data communications; *or*

A four-year high school diploma or its educational equivalent and five years of satisfactory full-time computer software experience as described in paragraph "1" above; *or*

Education and/or experience equivalent to paragraphs "1" or "2" above. College education may be substituted for up to two years of the required experience in paragraph "2" above on the basis that 60 semester credits from an accredited college is equated to one year of experience. In addition, 24 semester credits from an accredited college or graduate school in computer science or a related field, or a certificate of at least 625 hours in computer programming from an accredited technical school (post high school), may be substituted for one year of experience. However, all candidates must have at least a four-year high school diploma or its educational equivalent and at least one year of satisfactory full-time experience as described in paragraph "1" above.

Essential Skills

N/A

To Apply:

Please submit 2 copies of your resume placing the JVN# on the upper right corner of your resume.

The JVN# is located at the lower right corner of this page.

NYC Department of Environmental Protection

Recruitment Office: 59-17 Junction Boulevard -18th Floor - Flushing - NY 11373-5108

OR

Via E-mail, please submit your resume in Adobe PDF or Microsoft Word placing the JVN# on the upper right corner of your resume as well as in the subject line to:

Recruit@dep.nyc.gov

For more information about DEP, visit us at: www.nyc.gov/dep

Appointments are subject to OMB approval.

Post Date: 3/26/2012

Post Until: 4/6/2012

JVN: 826-12-99780-WS