

VACANCY NOTICE
RHODE ISLAND JUDICIARY

Title of Position:	Application/Database Manager Asst. Director Policy Office	Classification Code:	00550900
Salary Range:	Gr. 8839 \$87,057 - \$101,087	Reference Position Number:	2710-10100-#0037
Department or Agency Name:	Judicial	Application Period:	
Division/Section/Unit:	Supreme Court (JTC)		
Shifts and Days:	Monday - Friday 1 st	Job Location:	Any of 4 County locations
Restrictions/Limitations:	Pending Availability of Funds		
Position Covered by Collective Bargaining Union Agreement:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Name of Bargaining Unit:	_____		

INSTRUCTIONS

STATE EMPLOYEE: Applications are now being accepted for the position(s) indicated. Please complete fully the CS-14 Application form; and the RIEEO 378 Affirmative Action Card. Remember to include either on the application or within a cover letter, both the Position Title and Number.

MOST IMPORTANT- please include the following information:

- ◆ The title of the position for which you are applying
 - ◆ Name of department where you are currently employed
 - ◆ Title of your present position and date you entered it
 - ◆ Date you entered State service
 - ◆ Your business telephone number
 - ◆ Present Union Affiliation ***
- ***In certain agencies, bargaining union applicants will receive preferential consideration according to contract

NON STATE EMPLOYEE: Please submit an Application Letter and Resume to the address below. Please include the Position Title and Number.

MEDICAL INFORMATION: Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules and Regulations of the Americans with Disabilities Act (ADA)

DUTIES /RESPONSIBILITIES:

PLEASE SEE ATTACHED JOB DESCRIPTION

EDUCATION/EXPERIENCE/SPECIAL REQUIREMENTS:

Apply within the application period as shown in this announcement. **NOTE:** Some state union contracts allow a 3 day grace period for receipt of application. This Office does not assume responsibility for applications sent through the mail.
SEND RESUME AND/OR CS-14 Application to:

Marisa P. White
Assistant State Court Administrator, Employee Relations
250 Benefit Street
Providence, RI 02903
Fax: 401-222-2625

TDD#: 401-222-3269

(Telecommunication Device for the Deaf)

STATE OF RHODE ISLAND IS AN EQUAL OPPORTUNITY EMPLOYER

AMERICAN WITH DISABILITIES ACT (ADA) PROVISIONS

Reasonable Accommodation:

If an applicant is unable to perform any essential job functions because of his/her disability, but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall **not** be considered unqualified for the position.

VACANCY NOTICE

RHODE ISLAND JUDICIARY

Application/Database Manager

(Asst. Director/Policy Office)

Salary Range: Gr. 8839 \$87,057-\$101,087

Overview:

This position is for the Rhode Island Supreme Court Judicial Technology Center (JTC) located in Providence, RI. This is a permanent, full-time position. The Application Manager is responsible for the day-to-day oversight of projects and support activities within the JTC, including development of new applications and support of existing ones. The manager will oversee and provide leadership for eight mid to senior level development and support specialists, including both Data Base Administrator (DBA) and software engineers. In addition, the position involves working with business users to understand their needs and translating these into requirements that can be implemented and supported by the team. The Rhode Island Judiciary is implementing a new case management system, e-filing, e-notify, e-payments, public access, and a fully integrated electronic content management system (ECMS). These systems will provide the end-user with a single application in which to capture, maintain, and access all electronic content.

We are twenty (20) months into the forty (40) month project plan below. Phase I and II have been completed.

Phase 1	March 2014	Workers' Compensation Court
Phase 2	November 2014	Superior/District Court Civil and Family Court Domestic
Phase 3	June 2015	Rhode Island Traffic Tribunal
Phase 4	May 2016	Supreme Court, Attorney Registration Superior, Family, and District Court Criminal,

Duties/Responsibilities:

The primary responsibilities of the Application Manager are:

- Lead the execution of tactical plans for JTC business applications.
- Coordinate and ensure quality work with their team through all phases of the systems development life cycle.
- Work with user contacts to understand their business needs.

- Manage team personnel and provide career path coaching
- Provide hands-on solution architecture, design and development work
- Analyze Business Processes and requirements and identify architectural significance
- Drive analysis of current state legacy systems and identify architectural significance and improvements
- Drive interpretation of Business & Technical requirements for Solution Architecture
- Identify solution options and document the pros and cons of each option
- Create and review solution architecture artifacts that express document the solution approach
- Drive design and development that implement the solution architecture
- Assist in identifying risks to the solution and approach improvements
- Communicate effectively with the executive team, peer managers, business representatives, subject matter experts, and other members of the broader team
- Maintain knowledge in state-of-the-art technologies and methodologies
- Log support cases as necessary and effectively work with vendors to resolve issues
- Keep the databases up to date on patches and support the roll-out of new versions
- Create and maintain various database environments to support the system life cycle efforts
- Design, develop, and maintain back-up, redundancy, and disaster recovery strategies
- Interface designs, implementation, and maintenance with state agencies, including Division of Motor vehicles, Law Enforcement, Municipal Courts, etc.

Education/Experience/Special Requirements:

The primary requirements for the position of the Application Manager are:

- Bachelor of Science in Engineering or Computer Science (or related) or equivalent experience
- Minimum of 5-10 years of experience as a database administrator supporting either MS SQL Server or Oracle in high-pressure business environment
- Expert level skills on Oracle Database administration with Oracle dba Certification.
- Mandatory Expert level skills on MS Sql Server Database management with MS Sql Server DBA certification
- Must be-self-starter and self-directing
- Prior experience in major software development activities
- Proven successful software development supervisory skills
- Experience with multiple application implementations
- Expert knowledge of J2EE systems, java, .Net and web applications.
- Pro*C, Oracle PL/SQL, XML
- Experience in enterprise level system architecture and planning.

- Ability to identify trusted and emerging technologies appropriate for the enterprise based on need, cost etc.
- Strong problem solving skills and proven project leadership experience
- Well organized with great attention to detail
- Effective written and oral communication skills
- Excellent communication skills with internal staff as well as external vendors
- Excellent documentation and diagraming skills
- Ability to coordinate internal & external resources as part of major systems development project team
- Ability to create and follow a project plan and work to completion in a team environment