VETERANS EMPLOYMENT OPPORTUNITY ACT

Hiring for this position is governed by the Veterans Employment Opportunity Act of 1998 ("VEOA"), as made applicable by the Congressional Accountability Act of 1995 ("CAA"). Pursuant to the VEOA, qualified applicants who are not current employees of the Office of the Senate Sergeant at Arms and who are disabled or who have served on active duty in the Armed Forces during certain specified time periods or in certain military designated campaigns ("veterans") may be eligible to receive a preference over non-veterans in hiring decisions. Family members of veterans may also be eligible to receive a veterans' preference if the veteran cannot claim his or her veterans' preference.

To be eligible for a veterans' preference, applicants must meet all of the requirements set forth in the VEOA and applicable regulations. Those eligibility requirements are summarized in the Application for Veterans' Preference, which is available at www.senate.gov/saaemployment.

If claiming a veterans' preference, an applicant must indicate that he/she is preference eligible on the application or resume and must submit a completed copy of the Application for Veterans' Preference along with the supporting documentation specified on that form. If the Office of the Senate Sergeant at Arms does not receive the Application for Veterans' Preference and supporting documentation by the closing date, the applicant's claim for a veterans' preference may be denied.

Applicants may obtain a copy of the Office's Veterans' Preference In Appointments policy by submitting a written request to resumes@saa.senate.gov.

Individuals who are entitled to a veterans' preference are invited to self-identify voluntarily. This information is intended solely for use in connection with the obligations and efforts of the Office of the Senate Sergeant at Arms to provide veterans' preference to preference-eligible applicants in accordance with the VEOA. An applicant's status as a disabled veteran and any information regarding an applicant's disability, including the applicant's medical condition and history, will be kept confidential and will be collected, maintained and used in accordance with the Americans with Disabilities Act of 1990, as made applicable by section 102(a)(3) of the CAA, 2 U.S.C. §1302(a)(3). An applicant who declines to self-identify as a disabled veteran and/or to provide information and documentation regarding his/her disabled veteran's status will not be subjected to an adverse employment action, but the individual may be ruled ineligible for a veterans' preference.

SYSTEMS ENGINEER

NATURE OF WORK

This is technical and professional work implementing, maintaining and supporting information technology and telecommunications services and systems. Work is performed under the supervision of a Manager or Supervisor who reviews work for accuracy and adherence to policies and procedures.

EXAMPLES OF WORK

(This list is not absolute or restrictive, but indicates approximate duties and responsibilities which may be redefined pursuant to operational needs.)

- Provides technical support for Senate information technology or telecommunications services, systems, hardware, software and storage solutions to the users; supports Senate offices, contract support vendors and other technical staff with troubleshooting and managing the various Senate environments.

- Maintains and monitors LAN/WAN and SAN operations and solves LAN/WAN and SAN applications problems; installs, integrates, customizes, enhances, troubleshoots and tests LAN and SAN hardware and software.

- Assists in installing, upgrading, customizing, tuning and maintaining databases for optimal performance and availability; assists in developing, testing and implementing database store procedures, functions, triggers, views and packages.

- Conducts acceptance and integration testing; assists vendor systems implementation by troubleshooting related system issues affecting Senate users.

- Analyzes, designs, develops, implements, and maintains applications to meet the needs of Senate users; assists with product evaluations and product implementation.

- Assists in installing, customizing, testing, configuring and maintaining operating and network systems and software platforms; assists in monitoring, evaluating and resolving hardware/software configuration system performance problems; installs, customizes and monitors servers, network administration software and telecommunications equipment; investigates and resolves problems of mainframe, server or LAN or SAN system outages and inefficiencies; performs back-up and recovery; installs, customizes and maintains third party software on z/OS and open operating systems.

- Installs, customizes, maintains, troubleshoots and monitors software and hardware products for Internet and intranet applications; assist users with technical issues/problems relating to the Internet and intranet; assists in developing Websites.

- Assists in managing current storage capacity and ensures storage is available to support all mainframe environments; assists with planning for future storage growth; monitors and confirms that system files and application products are successfully backed-up.

- Prepares technical documentation of configurations, processes, procedures and products/systems.

The statements contained herein reflect general details necessary to describe the principal functions of this class, knowledge and skill typically required and the physical demands and working conditions, but should not be considered an all-inclusive listing of work requirements.

- Provides technical support and training to users.
- Assists with creating, developing, modifying, instructing and providing technical assistance on business continuity plans and processes.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

Work requires sitting and operating a computer for extended periods, with occasional standing, climbing, pulling and safely lifting up to 50 pounds. May occasionally work evenings or weekends to resolve problems or handle incidents.

MINIMUM QUALIFICATIONS

Work requires a Bachelor's Degree in computer science, information technology or a related technical area and three to five years of system, network, application design, development and maintenance, support and storage experience; or any equivalent combination of education and experience that provides the following knowledge, abilities and skills:

- Knowledge of information technology software, hardware and network communication technology and protocols.
- Knowledge of CS2100 feature and switch operation, electronic and ISDN digital lines, digital phones, cable distribution, 10 base t-LAN's, ESNA voicemail and Session Initiated Protocol.
- Knowledge of programming principles.
- Knowledge of relational database structure, design and administration.
- Knowledge of VSAM file structures.
- Knowledge of Storage Area Networks.
- Knowledge of database backup and recovery procedures.
- Ability to analyze, evaluate, troubleshoot and resolve system hardware, software, networking and/or storage related problems.
- Ability to communicate effectively.

LICENSES, CERTIFICATION AND OTHER REQUIREMENTS

None.

The statements contained herein reflect general details necessary to describe the principal functions of this class, knowledge and skill typically required and the physical demands and working conditions, but should not be considered an all-inclusive listing of work requirements.