

DEPARTMENT OF PUBLIC HEALTH
POSTING OF VACANCY

"DPH Employees are strongly encouraged to apply"

Information Technology Analyst 2 (eLICENSING)
OPERATIONS- Information Technology (Practitioner Licensing & Investigations)

POSTING DATE: July 16, 2014

CLOSING DATE: July 30, 2014*

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

OPEN TO: Candidates who are on a current certification list

POSITION CONTROL NUMBER: 100028PD NOTE: THIS NUMBER **MUST** BE INCLUDED ON YOUR APPLICATION

LOCATION: 410 Capitol Avenue, Hartford, CT

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

SALARY GROUP/RANGE: EU 28/\$72,762* - \$92,208 (*NEW State Employees)

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.

This position will assist DPH IT to support both Business users and data requests for multiple programs. This will include Licensing programs maintained in CAVU/Iron Mountain (Practitioners, Facilities, Emergency Medical Services and Child Daycare) it will also require assistance with business analysis, system administration and IT support of online data renewal. This position will be involved with creating and executing data searches in multiple areas and should; be familiar with Writing SQL queries and SQL Server databases, SQL Integration Services (SSIS), SQL Server Analysis Services (SSAS), and SQL Server Reporting Services (SSRS).

Responsibilities:

The responsibilities of this position include, but are not, limited to –

- System administration of the **eLicensing**, program and assisting users and clients use it as efficiently as possible
- Performing system administration functions including workflow modeling, system configurations, and user security;
- Developing and managing ad-hoc reports and custom data extracts for FOI requests and other purposes;
- Assisting in the migration of legacy data to SQL Server database and administration of the data on an ongoing basis;
- Performing data analysis/cleansing and implementing QA/QC;
- Coordinating with product vendors, in the testing and deployment of product upgrades and new releases;
- Assisting in system deployment and change management activities;
- Proactively identifying and areas of improvement in DPH, and analyzing the business needs to recommend solutions for improved efficiency of operations;

Preferred Skills:

- Ability to multi-task, with organizational, and interpersonal skills.
- Gathering business requirements and conducting system gap analysis;
- Installing, configuring and supporting enterprise Commercial-Off-The-Shelf (COTS) Web applications;
- Experience working with MS-SQL Server or Oracle database including creating and managing the database objects;
- Experience developing .NET applications data extracts and managing the database objects
- Using SQL Server Enterprise Manager (including MS-SSRS, MS-SSIS, and TSQL,
- Experience managing data migration activities including development of data mapping and conversion strategy and scripts;
- Experience working with variety of business professionals (State Agencies, Vendors, External Clients) with varying depths of IT understanding.

EXPERIENCE AND TRAINING

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

Special Experience: 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 SUBMIT A COMPLETE State of Connecticut Application Form for Examination and Employment (Form CT-HR-12), INCLUSION OF A RESUME IS OPTIONAL. THE ORIGINAL AND ONE COPY OF ENTIRE APPLICATION PACKAGE MUST BE RECEIVED NO LATER THAN THE CLOSING DATE AT THE TOP OF THIS FORM AT:

Department of Public Health
410 Capitol Avenue, MS #13PER
PO Box 340308
Hartford, CT 06134-0308
FAX: 860-509-7184 (if faxing, only one application is necessary)
EMAIL: 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. IF YOU REQUIRE AID/ACCOMMODATION TO PARTICIPATE FULLY AND FAIRLY, PLEASE CONTACT THE AFFIRMATIVE ACTION OFFICE AT (860) 509-7220