



**UNITED STATES BANKRUPTCY COURT  
DISTRICT OF MARYLAND  
OFFICE OF THE CLERK**

MARK A. NEAL  
Clerk of Court

Thomas C. Kearns  
Chief Deputy

[www.mdb.uscourts.gov](http://www.mdb.uscourts.gov)

**VACANCY ANNOUNCEMENT  
SYSTEMS & NETWORK ADMINISTRATOR**

**ANNOUNCEMENT NUMBER:** 18-03  
(Amended and Reposted)

**APPOINTMENT:** Permanent, full-time.

**LOCATION:** Baltimore or Greenbelt,  
Maryland

**AREA OF CONSIDERATION:** Open to all

**OPENING DATE:** April 27, 2018

**CLOSING DATE:** Open until filled. First preference will be given to qualified applicants whose applications are received by May 14, 2018

**SALARY RANGE:** CL27 (\$54,404 - \$88,485) with four to seven years of hands-on IT infrastructure experience. Promotion potential to CL28 (\$65,238 - \$106,012) without further competition.

CL28 (\$65,238 - \$106,012) with eight to eleven years of hands-on IT infrastructure experience. Promotion potential to CL29 (\$77,553 - \$126,097) without further competition.

CL29 (\$77,553 - \$126,097) with twelve to fifteen years of hands-on IT infrastructure experience.

**WHO WE ARE:**

The mission of the United States Bankruptcy Court for the District of Maryland is to “Promote social and economic order by reconciling the opportunity of debtors to a fresh start with the right of creditors to be paid.” The Court’s agile and highly skilled Information Technology (IT) Division’s vision is to be “Leaders in Innovation, Partners in Service, and Contributors to Justice.”

**If you are interested in joining a highly motivated, energetic, and engaged team, where innovation is encouraged, a wonderful variety of job tasks is ever-present, and work-life balance is valued and promoted, this is the job for you!**

**POSITION OVERVIEW:**

We are seeking a multifaceted hands-on technologist to provide production support and engineering services in the following IT infrastructure areas:

- Linux Systems Administration.
- Server and Desktop Virtualization.
- Database Server Administration.
- Storage Administration.
- Enterprise Hardware Support.
- Backup and Replication Management.
- Network Administration.
- Application and Web Server Administration.
- Systems Programming and Scripting.
- Cybersecurity and IT Governance.

Prior experience working in and/or appreciation for a structured enterprise IT environment are paramount for success in this position.

**REPRESENTATIVE DUTIES:**

- Install and configure Linux-based OS, on premises and in the cloud.
- Manage all aspects of VMWare ESXi servers.
- Perform system-level Oracle and Informix database administration.
- Setup and administer SAN and NAS.
- Configure and support disk based backups and replication.
- Contribute to desktop side virtualization (VDI).
- Set up networking side of servers, storage, and appliances.
- Manage Linux based web and app servers.
- Utilize scripting languages to manage systems and networks.
- Perform systems hardening for assigned systems.
- Work with highly sensitive, confidential, and/or otherwise privileged information.
- Consult with and provide advice and guidance to judges, senior managers, and staff of the courts throughout the district on current and future IT infrastructure related services.
- Develop, implement, and manage large and small scale projects from inception to delivery.
- Perform other related duties as required.

**QUALIFICATIONS:**

At least four years of hands-on IT infrastructure experience, supporting a mission-critical enterprise environment, and familiarity with the IT infrastructure areas listed in this vacancy announcement. Experience with and a thorough understanding of Linux and VMWare is required. A college degree from an accredited institution is required.

**PREFERRED QUALIFICATIONS:**

Prior Federal Government experience, either as an active service member, employee or on-site contractor is preferred. An advanced technical degree from an accredited institution is preferred.

**BENEFITS:**

Judicial Branch employees are "at will" employees and are not subject to the employment regulations of competitive service. However, judiciary employees are entitled to benefits similar

to those of other government employees including: paid annual and sick leave, ten paid holidays per year, health and life insurance, a flexible benefits program, participation in the Thrift Savings Plan (similar to a 401K plan, with employer matching) as well as participation in the Federal Employees Retirement System, flexible work schedule, and a professional environment. Salary will be based on experience and qualifications. Electronic Funds Transfer (EFT) for payroll deposit is required.

#### **CONDITIONS OF EMPLOYMENT:**

Applicants must be United States citizens or lawful permanent residents actively seeking citizenship. As a condition of employment, the selected candidate must successfully complete a ten-year background investigation with periodic updates every five years thereafter. Employment will be considered provisional pending the successful completion of the background investigation and a favorable suitability determination. Duties require working during non-business hours. Regular travel between court divisions is required. Physical effort may be involved in moving and lifting moderately heavy items when installing or troubleshooting IT infrastructure equipment.

#### **HOW TO APPLY:**

All interested persons must submit a **single** PDF containing:

- Cover letter (please indicate whether you prefer to work in the Baltimore or Greenbelt Division, or whether you would accept assignment to either Division);
- Resume;
- Completed AO 78 Application Form, which may be obtained at [www.mdb.uscourts.gov](http://www.mdb.uscourts.gov);
- Copies of the two most recent performance evaluations; and
- The names and contact information for three professional references. Please note that by submitting the references, the applicant consents to those references being contacted.

Application packages must be emailed to [Jobs@mdb.uscourts.gov](mailto:Jobs@mdb.uscourts.gov) (please include "Systems & Network Admin" in the subject line). **Please note that applications that are not submitted as a single PDF or are incomplete will not be considered.**

Interview travel expenses and relocation expenses will not be reimbursed. The court provides reasonable accommodations to applicants with disabilities. All employees are required to adhere to the "Code of Conduct for Judicial Employees," which is available for review upon request. The court reserves the right to modify the conditions of this job announcement, to withdraw the job announcement, or to fill the position at any time, any of which actions may occur without any prior written or other notice. Please be aware that due to the volume of applications received; only candidates selected for an interview will be contacted.

**THE COURT IS AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**